

**NATIONAL SOCIETY FOR HISTOTECHNOLOGY
HOUSE OF DELEGATES MINUTES
Washington, DC
September 2, 2015**

I. CALL TO ORDER

The 40th Annual Session of the National Society for Histotechnology House of Delegates was called to order at 7:04 PM. Joanna Barton, Speaker of the House of Delegates, introduced the Time Keeper, Barbara Bujak; Secretary of the HOD, Jennifer Harvey; and Parliamentarian, Colette Collier Trohan.

II. ADOPTION OF THE CREDENTIAL REPORT

The Credentials report was presented by Debra Wood, Credentials Committee Chair.

House Members	Possible	Qualified	Credentialed	Seated
HOD Speaker	1	1	1	1
HOD Secretary	1	1	1	1
Officers	5	5	5	5
Region Directors/Alternates	9	13	10	9
Appointed Committee Chairs/Alternates	13	21	15	13
Elected Committee Chairs/Alternates	4	7	6	4
Constituent Society Presidents/Alternates	40	34	22	22
Constituent Society Delegates/Alternates	88	58	48	44
Non-Constituents Areas Representatives	12	0	0	0
Total	173	140	108	99

Constituent Societies w/o Credentialed Representation	Non-Constituent Areas w/o Credentialed Representation
Alabama	Alaska
Kansas	District of Columbia
Mississippi	Hawaii
Nevada	Idaho
Oklahoma	Montana
Oregon	New Mexico
Puerto Rico	North Dakota
Rhode Island	South Dakota

Vermont/New Hampshire	US Possessions & Territories in the Pacific
Virginia	Utah
	Virgin Islands
	West Virginia
	Wyoming

MOTION: As directed by the Credentials Committee, I move the adoption of this report as the official roll of the voting members of the House of Delegates.

Debra Wood, Credentials Committee Chair

MOTION ADOPTED

III. ADOPTION OF THE HOUSE RULES ([Appendix A](#))

House Rules were read by Konnie Zeitner, Bylaws Committee Chair.

MOTION: On behalf of the Bylaws Committee, I move the adoption of the House Rules as read.

Konnie Zeitner, Bylaws Committee Chair

MOTION ADOPTED

IV. ADOPTION OF THE MEETING AGENDA

A. Agenda corrections - Including items for open session

Dot Kuebler raised a Point of Order that Appendix G should not have been distributed and should be struck from the meeting materials. The speaker ruled the point not well taken.

Dot Kuebler appealed the decision of the chair, and the decision of the chair was sustained.

B. Adoption of the Agenda – adopted as printed by majority vote.

V. APPOINTMENTS

A. Minutes Committee

1. Dot Kuebler
2. Kerry Crabb
3. Janet Tunnicliffe

B. Doorman- Rick Graham

C. Chief Teller- Jan Gardner

D. Tellers

1. Cathy Locallo
2. Linda Chen
3. Deb Young

- 4. Elaine Basham
- E. Time Keeper- Barbara Bujak
- F. Parliamentarian- Colette Collier Trohan

VI. ELECTION OF JUDICIAL COMMITTEE MEMBERS

The following comprise the current Judicial Committee:

- Dot Kuebler, Chair – term expires 2016
- Vinnie Della Speranza, Committee Member – term expires 2016
- Lena Spencer, Committee Member – term expires 2016
- Sheri Blair, Committee Member – term expires 2015
- Loretta Sayles, Committee Member – term expires 2015

The following members will need to be replaced:

- Sheri Blair, Committee Member - term expires 2015
- Loretta Sayles, Committee Member - term expires 2015

A. JUDICIAL COMMITTEE MEMBERS NOMINATIONS

Two (2) members are to be selected during the HOD.

1. Nominations

- i. Loretta Sayles
- ii. Sheri Blair
- iii. Sharon Walsh

2. Election

Eligible Ballots-98
Disqualified Ballots-0

Loretta Sayles	56 Votes
Sheri Blair	21 Votes
Sharon Walsh	21 Votes

3. Nominations

- i. Sheri Blair
- ii. Sharon Walsh

4. Election

Eligible Ballots-98
Disqualified Ballots-1

Sheri Blair	42 Votes
Sharon Walsh	55 Votes

B. JUDICIAL COMMITTEE MEMBERS ELECTIONS

- 1. Judicial Committee Member #1 - Elected - Loretta Sayles
- 2. Judicial Committee Member #2 - Elected - Sharon Walsh

VII. REPORTS

A. REPORTS OF OFFICERS - No updated reports.

B. REPORTS OF THE BOARD OF DIRECTORS - No updated reports.

C. REPORTS OF APPOINTED STANDING COMMITTEES - No reports at this time.

D. REPORTS OF ELECTED STANDING COMMITTEES

1. Bylaws Committee Report

MOTION: I MOVE THAT the Bylaws be revised for Article III – Membership, Section 1 - Membership Classifications, subsection B - Active Members, subsection 1 - Regular and, subsection C - Student, and E - International Members to United States, US possessions and Canada.

Konnie Zeitner, Bylaws Chair

MOTION ADOPTED

2. Nominations-Election Committee Report

Paul Billings, Nominations - Election Chair, requested another year to complete its work on the campaign policy and that they will create an integrity statement for use in the interim and plan to have it posted with the nominations - election material on the website.

The speaker asked if there was any objection, and the request was granted by general consent.

Following a short discussion noting that the House could take action during the year, Mr. Billings requested permission to withdraw his motion. The speaker asked if there was any objection, and the rules were suspended and the motion withdrawn by general consent.

It was also reported that there were no nominations to date for the 2016 election but many forms were taken. The Nominations-Election Committee sought input from the Board of Directors and is seeking input from the House on valuable qualities needed by candidates for successful leadership in Board positions. Delegates should email the Nominations-Election Committee Chair if they have any suggestions.

Dot Kuebler raised a Parliamentary Inquiry asking if the withdrawal of the earlier motion meant that the decision to create an integrity statement was also withdrawn. The speaker informed the House that Ms. Kuebler's interpretation was correct.

MOTION: I move that an integrity statement be drafted by the Nominations - Election Committee by December 31, 2015 and posted for adoption by the current House of Delegates.

Elizabeth Sheppard, President

Seconded

MOTION ADOPTED

VIII. NEW BUSINESS

- A. **MOTION:** I MOVE THAT the NSH Bylaws committee develop a policy addressing active NSH Board of Directors and their involvement with state histology societies and involvement as a state position on their Board of Directors.

Jean Mitchell, Region IV Director

MOTION WITHDRAWN

- B. **MOTION:** I MOVE THAT complete digital recordings of all NSH business meetings including the NSH membership meeting, the State President's Council and all NSH Board of Directors meetings will be posted on the NSH Members Only website for a period not less than FIVE years to be accessible by any member in good standing. Recordings will be posted no more than 30 days after the meeting occurs. Meetings of the Executive Committee and Board meetings in Executive Session are exempt and will remain confidential. Digital recordings of all meetings listed in this motion will be preserved in society archives indefinitely.

Vinnie Della Speranza, Past President

Seconded

MOTION DEFEATED

- C. **DISCUSSION:** Request the Bylaws committee draft language to define circumstances when the position of immediate past president is unnecessary and will remain unfilled.

Vinnie Della Speranza, Past President

IX. OPEN SESSION

- A. Dot Kuebler, Judicial Committee Chair, sought feedback from the House regarding how the Judicial Committee might handle the investigation of complaints as they face the challenge of Judicial Committee members or the Chair rotating off in the middle of active investigations.
- B. Other members expressed concerns about various issues.

IX. ANNOUNCEMENTS

There were no announcements

XI. ADJOURNMENT

Joanna Barton, Speaker of the House of Delegates, adjourned the National Society for Histotechnology House of Delegates session at 9:26 PM, until the 41st Annual House of Delegates meeting to be held September 21, 2016 in Long Beach, CA.

The minutes were approved by the Minutes Committee on October 7, 2015.
Jennifer Harvey, House of Delegates Secretary

**NATIONAL SOCIETY FOR HISTOTECHNOLOGY
HOUSE OF DELEGATES
PROPOSED STANDING RULES OF THE CONVENTION**

Rule 1. After the seating of the delegates, the Speaker of the House shall select a Doorman from the members of the Credentials Committee. It will be the Doorman's duty and responsibility to record all delegates leaving and/or entering the House during deliberations, to restrain non-delegates from entering upon the floor of the House during deliberations, and to discourage any distractions of the delegates during deliberations.

Rule 2. All motions made by delegates of the House shall be in writing and delivered to the Secretary of the House by the ushers appointed by the Credentials Committee. Delegates will not be required to leave their seats to deliver written motions. Written motions should bear the name of the motion maker and the Secretary will add the name of the seconder.

Rule 3. A) No delegate may speak more than once on an issue until all those who wish to be recognized and heard have had an opportunity to speak.
B) In debate, each recognized speaker may have the floor for a maximum time limit of three minutes.

Rule 4. Votes on matters before the House may be taken by voice vote or voting card, with the following exceptions:

A) A delegate may request a written ballot on any issue before the House.

B) The Speaker of the House may call for a rising ballot when a voice vote appears marginal or indecisive.

C) The Speaker of the House may call for a written ballot when the issue before the House is deemed too sensitive for a voice vote.

Rule 5.

A) The Speaker of the House shall appoint Tellers to distribute, collect, and tabulate written ballots. Delegates will place their ballot in the containers which are passed among the delegates and returned to the Tellers.

B) The Speaker of the House shall appoint a Chief Teller to oversee the distribution, collection, and tabulation of the written ballots; a written report of the compiled results shall be submitted to the Secretary of the House for announcement and publication. .

C) The same Tellers and Chief Teller may serve for each written ballot that may be required to be taken during the course of the House meeting.

Rule 6. The Speaker shall appoint a Minutes Committee for review and approval of the recorded minutes.

Rule 7. Elections shall be by written ballot. The successful candidate shall have a majority.

A) In the case of a tie, where no candidate receives a majority, the candidate receiving the lowest number of votes will be removed from the subsequent ballot.

B) If only one candidate is nominated, the Speaker of the House can declare the nominee elected.

Rule 8. All written ballots taken during the session shall be destroyed upon the adjournment of that House session.