

**NATIONAL SOCIETY FOR HISTOTECHNOLOGY  
HOUSE OF DELEGATES MINUTES  
Providence, Rhode Island  
September 25, 2013**

**I. CALL TO ORDER.**

The 38<sup>th</sup> Annual Session of the National Society for Histotechnology House of Delegates was called to order at 19:00. Speaker of the House, Janet Tunnicliffe, introduced the Time Keeper, Terra Wineman; Secretary of the HOD, Jennifer Harvey; and Parliamentarian, Loretta Santagara.

**II. ADOPTION OF THE CREDENTIALS COMMITTEE REPORT.**

The Credentials report was presented by Janice Alvarez, the 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
Regional Directors/Alternates	9	15	10	9
Appointed Committee Chairs/Alternates	13	22	15	12
Elected Committee Chairs/Alternates	4	11	4	4
Constituent Society Presidents/Alternates	40	42	26	24
Constituent Society Delegates/Alternates	105	81	57	51
Non-Constituents Areas Representatives	10	2	0	0
<b>Total</b>	<b>188</b>	<b>180</b>	<b>119</b>	<b>107</b>

Constituent Societies w/o Credentialed Representation	Non-Constituent Areas w/o Credentialed Representation
Delaware	Alaska
Kansas	Idaho
Massachusetts	Montana
Mississippi	North Dakota
Nebraska	Puerto Rico
Nevada	South Dakota
Oklahoma	Utah
Pennsylvania	Washington, DC
Rhode Island	West Virginia
Vermont/New Hampshire	Wyoming
Virginia	

**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.

Janice Alvarez

**MOTION ADOPTED**

III. ADOPTION OF THE HOUSE RULES.

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

**MOTION:** On Behalf of the Bylaws Committee, I move the adoption of these House Rules.

Konnie Zeitner

**MOTION ADOPTED**

See Appendix A for adopted 2013 House Rules.

IV. ADOPTION OF THE MEETING AGENDA.

A. Agenda Corrections – Including items for open session

Speaker of the House of Delegates reordered the agenda, moving agenda item VII, D, A, 3 to before VII, D, A, 2.

B. The HOD agenda was adopted as corrected.

V. APPOINTMENTS.

The Speaker of the House of Delegates appointed the following positions:

A. Minutes Committee – Kerry Crabb, Dot Kuebler, and Jean Mitchell

B. Doorman – Thea Alvarez

C. Chief Teller – Erin Hunt

D. Tellers – Joyce Sterling, Stedisha Wright

E. Time Keeper – Terra Wineman

F. Parliamentarian -- Loretta Santagara

VI. ELECTION OF JUDICIAL COMMITTEE MEMBERS

The following comprise the current Judicial Committee

Dot Kuebler, Chair – term expires 2014

Lena Spencer – term expires 2014

Konnie Zeitner – term expires 2014

Vincent della Speranza - term expires 2013

Sheri Blair - term expires 2013

JUDICIAL MEMBERS TO BE REPLACED

Vincent della Speranza - Committee Member

Sheri Blair - Committee Member

1. JUDICIAL COMMITTEE MEMBERS ELECTION

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

A. Nominations

- i. Sheri Blair
- ii. Loretta Sayles

B. Elections

- i. Sheri Blair; elected as Judicial Committee Member #1.
- ii. Loretta Sayles; elected as Judicial Committee Member #2.

VII. REPORTS

- A. REPORTS OF OFFICERS- Reports stood as published and updated at the General Membership Meeting.
- B. REPORT OF THE BOARD OF DIRECTORS – Report stood as published and updated at the General Membership Meeting. There were no actions that required a motion to the House of Delegates.
- C. REPORTS OF APPOINTED STANDING COMMITTEES- Reports stood as published and updated at the General Membership Meeting.
- D. REPORTS OF ELECTED STANDING COMMITTEES

**A. Bylaws Committee Report**

- 1. Resignation of Nominations-Election Committee Chairperson or committee member who wishes to be a candidate for office.

I move that in Article IV – Officers, Section 4- Selection of Officers, paragraph A – Nominations, subparagraph 3 (page 5 line 4) strike the words “at least thirty (30) days prior to the beginning of the Annual Symposium/Convention in the non-election year” (page 5, line4) and insert after the word postmarked (page 5, line 4) “immediately upon acceptance of nomination for office.”

**MOTION REJECTED**

2. Election of Speaker of the House

**MOTION WITHDRAWN**

3. Nomination procedure for Speaker of the House

**MOTION WITHDRAWN**

**B. Nominations-Election Committee Report**

2013 REGION VIII SPECIAL ELECTION REPORT:

Nominees:

Lydia Figueroa  
Joseph Matthew Brooks  
Billie Owens

Eligible voters: 318

Votes cast: 103 – 32.4% of eligible voters

No ineligible ballots cast

Number of Votes received:

Lydia Figueroa	– 48 votes	46.6%
Joseph Matthew Brooks	– 36 votes	35%
Billie Owens	– 19 votes	18.4%

Lydia Figueroa elected Region VIII Director

Nominations are now open for the 2014 election of NSH officers and Region Directors. Nomination forms are to be submitted by January 31, 2014. Electronic elections will commence on April 1, 2014.

On behalf of the Nominations-Election Committee, I move that the ballots (written and electronic), and any other election related printed documents from the 2013 special elections be destroyed at the close of this session of the House of Delegates.

George Hoernig

**MOTION ADOPTED**

**VIII. ADJOURNMENT**

Speaker of the House, Janet Tunnicliffe, adjourned the House of Delegates session at 20:00, until the 39<sup>th</sup> Annual House of Delegates meeting to be held on August 27, 2014, in Austin, Texas.

The foregoing minutes were approved by the Minutes Committed on October 6, 2013.

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.