

9 January 2004

MWOA Laboratory Committee Minutes from 8 Jan 2004 at King's Wok in Hutchinson, MN

Attending

Mary Ann Baumgart (MVTL)  
Kevin Lemm (Owatonna WWTF).  
Patti Mettler (Mankato WWTF)  
Barb Pikal (Mankato WWTF)  
Steve Duerre (MPCA)  
Thomas Ebert (MDH)  
Todd Arlander (Central States)

*(Action items are in italics.)*

Minutes from the Nov 2004 meeting were reviewed and approved after the correction of Barb Pikal's name.

Treasurer's balance is \$2028.09. This is no change from the last meeting, we have had to expenditures.

A vinyl table wrap, white with both the Central States and MWOA logos on each end and "Laboratory Committee" in between the logos will cost \$215. This is assuming the logos come to the vendor on a disk and camera ready. *Patti will proceed with the order, she will get a layout for the cover. Todd will furnish her with a logo, if possible.*

MPCA Spring Training:

Bids have been sent out for a location of the meeting place. These are due back to the MPCA on 20 January 2004. At that time dates and location will be decided. This means that the planned schedule will be determined at that time. Steve D. will keep everyone posted.

July 2004 Seminar:

Marion had sent information that there were rumors that the general MWOA group wanted the laboratory committee to change the summer seminar time and place so that is it not in conjunction with the Annual meeting. Since no one on the committee had been contacted to action will be taken at this time except that *Mary Ann will contact Jerry Balbach for information.*

Toni was contacted for information about microscopes, but there has been no response at this time. We will still be looking for oil immersion with phase contrast lens. WLLSD will allow us to use their conference room which will hold 30 – 50 people depending of the room arrangement. If we want to do a hands on class we will be limited to 30 students, if we use a lecture style will could have 50 students. It was also suggested that the University could be used, but there will probably be a charge-Barb will contact WLLSD for more information if necessary. WLLSD had the contacts for catering that we can use for the mid day breaks and they also have a microscope hook-up to project the microscope slides onto the screen for the class. It was suggested that maybe the class be a lecture style since we can serve more students, but that microscopes be available to anyone that would like to view their own slides. This will be dependent upon another room being available for set up of microscopes and WLLSD's willingness to allow the stains in the rooms available.

Instead of having a vendor show as in the past (since space does not allow for this), we are concerning sending out a letter asking for donation of supplies needed (such as microscopes, slides and stain kits) and allow the vendors to send a representative for a short amount of time. There will be no fee for this. *Patti will check with Toni about the list of supplies, Barb will check on additional space and use of stains, Mary Ann will formulate a letter to the vendors once she receives the information from Patti and Barb to be considered at the next meeting.*

Barb will contact the Radisson about getting rates extended to start on Sunday night before the MWOA Annual Meeting.

Tom will check about MDH sending out the mailing. Mary Ann will do the pamphlet to be sent.

The next meeting is scheduled for 4 March 2004 with the location to be considered after a poll is taken of the committee membership.

Respectfully submitted:

Mary Ann Baumgart