



# NORTH CAROLINA MEDICAL GENETICS ASSOCIATION

ANNUAL BUSINESS MEETING  
OCTOBER 12, 2012  
WAKE FOREST UNIVERSITY BAPTIST HOSPITAL

## **2012 NCMGA Officers:**

President: Patrick Koty, PhD  
Vice President: Ofri Leitner, MS, CGC  
Secretary/Treasurer: Christie Turcott, MS, CGC  
Past President: Randi Stewart, MS, CGC

Officers Present: Patrick Koty, Ofri Leitner, Christie Turcott, Randi Stewart

Members and Guests in attendance: Katie Sheets, Rebecca Okashah, Rebecca Johnson, Aimee Brown, Lauren Griffin, Jordan Dix, Jennifer Shafer, Christine Riordan, Anna Hurst, Karen Corneliussen, Beth Hudson, Tara Stamper, Joseph Kearney, Heather Rocha, Kate Foreman, Yazmin Perilla, Edward Spence, Christen Csuy, Diane Vargo, Stephanie Austin, Kristy Lee, Randi Culp Stewart, Sally Harris, Christy Stanley, Tamison Jewett, Ofri Leitner, Blythe Crissman, Pam Reitnauer, Uzma Atif, Nancy Callanan, Christie Turcott, Peggy Berry, Chantal Kelly, Kristin Nunez, Kati Joseph, Erin Eaton, Sarah Finley, Amy Kendall, Chad Haldeman-Englert, Anna Wessler, Megan Mortenson, Patrick Koty, Vellore Kasturi, Natalie Poullard, Elizabeth Sengstock, Sara Hart, Joshua Nitsche, Adam Gower, Matthew Deardorff, Timothy Howard, Julie Jesiolowski, Barry Freedman.

## **Call to Order**

President Patrick Koty called the meeting to order. Wake Forest University Baptist Hospital was thanked for hosting the Fall 2012 meeting. The sponsors for the meeting, LabCorp, Shire, and Verinata, were also thanked for their continued support of NCMGA. The business meeting lasted approximately 45 minutes.

## **Minutes Approved**

Patrick Koty made a motion to approve the minutes from the Fall 2011 business meeting. Several members and then the membership approved this motion.

## **Committee Reports**

There were no formal committee reports, though Patrick Koty noted that microarray reimbursement was discussed informally in the Cytogenetics committee meeting.

## **Secretary-Treasurer Report**

Christie Turcott reported that the NCMGA account balance at BB&T is currently \$4,082.56. This total is down from last year due to travel grant rewards and lower attendance at the Spring 2012 meeting.

## **Vice President Report**

Ofri Leitner reported that there were eight Travel Grant Award Applications this year from the class of 2012; all from UNCG students who attended the American College of Medical Genetics annual meeting in Charlotte this past spring. Total awarded was \$1887.67. There were also seven Travel Grant Award Applications this year from the class of 2013; all from UNCG students who attended the National Society of Genetics Counselors meeting in Boston this fall. Total awarded was \$1750.00.

### Old Business

1. **SERGG Meeting-** Ofri Leitner reported that she attended the 30<sup>th</sup> Annual SERGG meeting on 7/19-7/21, which was held in Ponte Vedra Beach, FL. This is a well attended meeting and a good place to network. Main topics covered at the meeting included newborn screening and next generation sequencing. The next SERGG meeting will take place on 7/18-7/20/2013 in Asheville, NC. The NCMGA Vice President will attend to represent NCMGA.
2. **Proposed Webmaster Position-** Megan Mortenson agreed to be the new webmaster and the officers approved this in November of 2011. She will continue in this position through 2013. The membership was encouraged to visit the new and improved website at the same web address, [www.ncmga.org](http://www.ncmga.org).
3. **CEU submission-** Each host site is expected to apply for category 1 CEUs from the National Society of Genetic Counselors. For assistance, meeting organizers may contact an NCMGA officer or the organizer from the previous host site.
4. **Lifetime Membership-** In Article II, Section 3 of the by-laws, it states "Upon retirement and/or age 65 years, no annual dues are required for membership (*member emeritus status*).” It was proposed that this be changed to read "Lifetime membership will be available to individuals who are 65 years of age or older and have a history of providing genetic services in the state of North Carolina. Both registration and annual dues will be waived for these individuals.” Any additions suggested by the membership must be approved by the NCMGA officers. This will be included in the amended by-laws and voted on by email as noted below. The current list of lifetime members is: Arthur S. Asylworth, Wendell McKenzie, Charles Boklage and J.C. Park.

### New Business

1. **NCMGA Tax-Exempt Status-** Christie Turcott was notified by Shire prior to the Spring 2012 meeting that the original NCMGA tax ID/employee identification number did not match up with IRS records. After contacting the IRS, it was determined that because NCMGA did not file an annual return for three years after 2006, this was revoked and NCMGA was wiped off of IRS records. To comply with new regulations, a new tax ID was obtained this past summer. NCMGA qualifies for tax-exempt status based on the fact that it is organized for charitable, educational purposes. The scientific heading applies more to research-based organizations, which does not necessarily fit with our main purposes.

Obtaining 501c3 status requires that NCMGA first submit a form 1023E within 27 months. We fit under "other charitable organization" according to the IRS as we aim to advance education or science. The \$400 submission fee for organizations that take in less than \$10,000 in gross receipts per year will be required. The officers approved this expense during a conference call on 9/5/12.

In order to comply with the requirements of the 1023E form, the by-laws need to be updated and signed by two officers. For example, the organizing document/by-laws must include a statement on where leftover funds will be allocated upon dissolution. Christie Turcott proposed that any leftover funds be given to the UNC-G genetic counseling graduate program for travel reward purposes. After further discussion, Kate Foreman proposed that the money be donated in general terms to the UNC-G genetic counseling graduate program for use as the director and co-director deem appropriate. Ofri Leitner seconded this motion.

In addition, Article V Section 2 of the by-laws indicates that "committee chairs shall be elected for two-year terms by the voting membership. Elections shall be held in the Fall of each year." Section 3 reads "Each committee chair shall keep minutes of their meetings and distribute these to the membership through the Secretary/Treasurer." After much discussion, the membership agreed to eliminate the committee chairs but felt strongly that the by-laws should include a section on

maintaining informal committee meetings. Any proposed agendas can be sent to the Secretary/Treasurer prior to the meeting to be reviewed.

The officers will notify the membership by email of any changes to the organizing document/by-laws. The membership will vote to approve the changes by email so that the submission of the 1023E does not have to wait until the Fall 2013 business meeting. The goal is to have these changes approved by January 2013 so the 1023E application is pending prior to the Spring 2013 meeting.

The IRS will not provide information on how long it will take to approve a given application. Therefore, submission of a 990N e-card in 2013 will depend on the timing of this. We will update the membership at the Fall 2013 meeting at UNC-Chapel Hill. Christie Turcott will compose a document instructing future Secretary/Treasurers on the process of tax submission.

Tamison Jewett offered to contact someone about the cost of hiring a tax consultant to determine how the rules and regulations apply to our organization going forward. The membership agreed that this was a worthwhile endeavor and will look forward to hearing updates from Dr. Jewett.

2. **NCMGA Website Sponsors**-Patrick Koty asked the membership to comment on whether acceptance of sponsors on our website should be considered. Kristin Nunez suggested that we thoroughly review the 501(c)(3) documents to ensure that this is allowed. After much discussion, the membership agreed to table this discussion until more information is gathered by the officers.
3. **Membership Survey**-The officers will work on sending out another membership survey as the last was performed in 2007.
4. **External Audit**- The last audit of the NCMGA books was done by Pam Reitnauer in 2009. The subject of how frequently and when to do another audit will be tabled until we have more information on our duties as they relate to the new tax laws.
5. **New NCMGA Officer**-Randi Stewart nominated Joseph Kearney to become the new Secretary/Treasurer of NCMGA beginning in 2013. Tamison Jewett seconded this nomination. The nomination was put to vote and unanimously approved. The incoming President in 2013 will be Ofri Leitner and the Vice President will be Christie Turcott. The immediate Past President will be Patrick Koty, who will remain on the executive committee.
6. **Upcoming Meetings**-The Spring 2013 NCMGA meeting will be held at Carolinas Medical Center due to the fact that East Carolina University will be unable to host. The officers will discuss with the meeting coordinators at Carolinas Medical Center the possibility of changing the date from April 26, 2013 to a different date that would accommodate the UNC-G genetic counseling graduate student schedule. The Fall 2013 meeting will be held at the University of North Carolina at Chapel Hill, date to be determined. Joseph Kearney will discuss hosting the Spring 2014 meeting at Asheville with his colleagues and report back to the officers next year. In addition, a LabCorp employee will inquire about holding a meeting at their site. The fall 2014 meeting will be held at Duke University Medical Center.

### Adjournment

There being no further business, the business meeting was adjourned by Patrick Koty.

Respectfully Submitted,

Christie Turcott  
NCMGA Secretary/Treasurer