Executive Committee Meeting Minutes

DATE: 11/08/2018
Location: Cree, Inc.
4600 Silicon Drive, 5:00 PM- 8:00 PM

Executive Committee Member Attendance: (underline = elected officer, bold = present, italics = absent)

Jon Wallace, President
Kim Blatz, President-Elect
Amanda Davis, Delegate
Jay Sprankle, Treasurer
Arlene Edwards, Delegate
Chris Hinson, Delegate

Michael Behm
John Cala – Student Affairs
Jarvis Gray
Bryce Lawlor
Ali Moseley
Pat Ragan – Program Chair

Guest(s): Matt Wilcox, Region VI Area Director, South

Executive Committee Meeting
Called to order by Jon Wallace at 5:03 PM
Quorum was established with 6 elected officers present.

Standing Business

Minutes of Last Executive Committee Meeting:
Jon made a motion to approve the October meeting minutes. Kim Blatz seconded; motion carried.

Treasurer Update: Per Jay Sprankle there was not a lot of activity with the budget over the last month. He received a sponsorship check that was applied to the account. There were a small number of fees through Paypal where we were reimbursing members for the cancelled chapter meeting due to hurricane Florence. Jay was transferring a small amount of funds to balance the account. Jay mentioned trying to work through a process for reimbursement for someone who cancelled and couldn’t attend the last meeting; which was very tiresome; Jay deducted fees from reimbursed amount so the chapter did not take a loss. In the future if someone cancels at the last minute we will no longer try to reimburse (especially when we have ordered a meal for them).

Jay brought the treasurers report from the student section at ECU. The student section had some income; Michael Behm was a speaker at an event and in doing so generated
a speaker’s fee of $500, which he donated to the Section; the student chapter had $1000 that the Chapter EC provided for operating expenses; there were some meeting expenses; and they purchased ASSP Polo Shirts for the Section members. They are being fiscally conservative. Jon made a motion to accept the treasurer report. Arlene Edwards seconded and the motion carried.

Chapter By-Laws Discussion:
Jon turned the floor over to Kim for the chapter review of the by-laws. Members had logged online to Google docs and made comments for discussion. Kim created a summary (see attached) for the chapter discussion. The executive committee went through the mark ups line by line. After discussion, further revision and consensus on each change, Jon made a motion to accept the changes. Arlene seconded, motion carried and now Matt will submit the final document for review by National. Matt Wilcox advised that there will likely be some back and forth with the revisions before the final approval is granted. Kim expressed thanks to the team for the comments and feedback. Matt concurred.

Toys for Tots and Soldier Care Packages Campaign: Arlene is happy to be the point of contact for the campaign for purchasing the helmets at the end of the fundraising efforts. Bryce will update the website tomorrow so the chapter can begin collecting donations. With Thanksgiving and Christmas rapidly approaching we want to kick off the campaign as soon as possible.

Next Jon discussed the care packages for soldier’s campaign. There was some question as to when that effort was to begin. The Chapter’s understanding is that we aren’t running the Toys for Tots campaign concurrently as the care packages for the troops. Jon will confirm with Chris Hinson.

Member Update: Ali emailed that there are two new members who joined in the month of October.

EC Member Participation:
Jon mentioned that to date this year the chapter executive committee members have done an excellent job of attending the meetings. He asked that if for any reason someone can’t attend that they send any items for the agenda ahead of time so they can be discussed.

Online Meeting Option Update: Matt emailed Bryce a summary of the option for online meetings that National is currently working on. The cost to the chapter will be minimal as it will be $29/month which would be split by any of the chapters that participate. The only consideration is that only one chapter can be using it at once; but the feeling is that as we are planning our meetings in advance that we will be able to block off the times of our monthly technical meetings with minimal likelihood of conflict with the other 5
chapters that have expressed interest. Matt said he thinks it would be Go To Meetings; he get back with the EC with more information as the issue is further discussed and a decision made.

Other Business

Nomination Committee: Discussion as to what positions are nominated and elected each year. Chapter President cannot be on the committee if they are one of the people being elected. Arlene mentioned that we need at least three people nominated to serve on the committee. The bylaws require that Chris Hinson chair the committee, if available. Jon named Arlene Edwards to the committee. Chris will need to name a third member.

ECU April Meeting: Jon spoke to the group to see if they have a preference for the meeting times; There was a consensus in favor of option A. Jon made a motion that we go with Option A. Kim B seconded. Motion carried. Newsletter for December: Jarvis suggested via email to Jon that the Chapter use this as the topic for the Federal Register update. Jon mentioned that the training for crane operators has been increased.

Other Business:

Open Position: Kim mentioned that she had been contacted by a recruiter. Construction Safety Manager Position posted at her company if anyone is interested.

Jon moved to adjourn the EC meeting at 6:02, Seconded by Arlene. Motion carried.

Respectfully submitted,

Amanda J. Davis

Amanda Jean Davis, Treasurer