Executive Committee Meeting Minutes

DATE: 1/10/2019
Location: Cree, Inc.
4600 Silicon Drive, 5:00 PM- 6:00 PM

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

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

Michael Behm – Student Section Advisor
John Cala – Student Affairs
Jarvis Gray – Government Affairs
Bryce Lawlor – Media Chair
Open – Membership Chair
Pat Ragan – Program Chair

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

Executive Committee Meeting
Called to order at 5:00 PM
Quorum was established with 6 elected officers present.

Standing Business

Minutes of Last Executive Committee Meeting:
Arlene noted that on Page 2 under member survey – extra 8 needs to be redacted. Ali’s name should be in bold as she came to the meeting. Jay Sprankle mentioned that the proposed amendments to the by-laws attachment should be included. Jay made a motion to accept the December meeting minutes. Jon Wallace seconded; motion carried.

Treasurer Update: Per Jay, the charitable contributions were deducted from the bank account for the holiday campaigns last month. Jay mentioned that the chapter hadn’t accounted for incoming donations when we budgeted for the campaigns; so he was able to correct the budget by $750. That puts the projected budget deficit at about $200 for the year; so very close to our target. Chris Hinson asked if the sponsor covered the lunch for last month’s technical meeting. Jay reported that Burrough’s paid $200 towards the luncheon. Arlene made a motion to accept the treasurer’s report. Jon seconded and the motion carried.

February Technical Meeting:
The February technical meeting on OSHA Updates conflicts with the BEST Conference. As a result, the chapter worked to reschedule our technical meeting to February 14.
Jarvis has confirmed via email that the room is available and Jon confirmed that the speaker can accommodate the request. Chris updated the website. Jon notified the chapter that there is now an issue with the location for the planned site tour in March. We were scheduled to meet at Novo Nordisk and now that contact is unable to host us for a meeting. We need to evaluate if we can plan for a new speaker, topic, location and a plan for meeting in March. Chris added that the chapter has met the required number of technical meetings for the year. Arlene asked about needs of the chapter for future meetings to vote on outstanding future business; comments made that we can do so next month and can have an EC meeting outside of a technical meeting. Kim Blatz spoke about the value of learning opportunities of tours and discussed the fact that they are generally well attended. As a chapter we need to continue to source opportunities for tours in the future. Jon made a motion that we cancel the technical meeting and hold a telephonic EC meeting; Chris seconded; the motion carried.

Regional WebEx Account: Matt provided an update to the Chapter on Webex. The Region is asking the three most financially sound chapters to each provide $100 towards the seed money cost ($300) for the service versus having smaller chapters split the cost equally. Arlene made a motion to pay the $100; Jon seconded; motion carried.

Matt also provided an update on the bylaws. Kim said we should have the July 2018 bylaws posted.

Bylaws: Kim stated that we need to have posted online: both the current bylaws, signed by RVP 04/2018, and the proposed bylaws, signed by RVP 01/2019. Current bylaws were adopted by Society on 7/1/2018 and all amended versions will carry that date of adoption, as indicated on both of these versions. Kim will send the by-law notes to Chris Hinson to be posted on the website. Chris will post the summaries for everyone to be able to review online.

COMPT Report: Jon noted that we would like to get third newsletter out after the February meeting to keep us on track.

Jon to email survey used for the 2017-2018 year to get a baseline and tailor the schedule for next year’s technical meeting planning. Jarvis is going to send NAOSH proclamation in May.

Holly Springs Chamber of Commerce: Amanda will email the HS BBB the monthly Chapter Meeting notices for inclusion in their bi-weekly e-mail newsletters. Include link to meeting registration, express that meetings are open to the public; attendees just need to register.
Meet-Up: Chris made all of the updates for the logos and information in Meet-up. Set up the January meeting notice which went out yesterday. Will add February’s meeting next.

Membership Update: Ali is no longer the membership chair. Jon Wallace talked to John Cala about stepping into that role. John said he is interested. Bryce, Chris and Ali have the document already created to welcome new members. We can send the package to John to take over the reins. Arlene made a motion to elect John to the role; Kim seconded and the motion carried. Jon said the current membership number is 454. Chris mentioned that last year we were around 399. For each new paid member the chapter receives $25.

Nomination Committee: The nomination committee criteria is to have 3-5 members. Chris recruited Steve Crooks and Alicia Mitchell to join him and Arlene Edwards to meet the criteria with a four-member committee. They are working on a list of nominations.

Government Affairs: Jarvis Gray emailed Jon about the use of drones; Jon will ask him to email the chapter the update.

December Newsletter and Social Communications: distributed last month.

Other Business

Paypal Fees: Jay talked about PayPal fees for attendees paying at the time of chapter events vs. paying in advance. Slightly more advantageous for the chapter for those to pay at the door versus fees charged by PayPal online (approximately .41 vs .75).

Cree has two current professional openings for S&H professionals; one for a PSM manager and a second one for a Construction Safety Manager. Steve Crooks mentioned a position open at LORD.

Kim asked about the Regional SPY Award deadline. Matt mentioned that the package with all the details are on the website and the deadline is next month.

Jon moved to adjourn the EC meeting at 5:56 PM, seconded by Chris. Motion carried.

Respectfully submitted,

Amanda J. Davis

Amanda Jean Davis, Treasurer