

# AGENDA



## **American Society of Safety Engineers (ASSE) Northeastern Illinois (NEIL) Chapter**

### **Board Meeting – 21 October 2016**

**Attendees:** Amy Timmerman (president), John Hoekstra (president-elect), Sara Gibson (Treasurer), Dr. Mills (NIU Faculty Advisor), Charlie Vasconez (Student Liason), Claire Nachowicz (Web Master), Ellen Gallo (Membership), Mike Saujani (Member), Bob Wasick (Awards/Honors), David Amos (Chicagoland Safety Conference Chair)

#### **1) Meeting Call to Order @ 2:14 p.m. – Amy Timmerman**

#### **2) Past Minutes/Secretary Report –**

- a. Postponed. A motion was filed to postpone discussion of past meeting minutes because Don was not in attendance.

#### **3) Treasurer's Report – Sara Gibson**

- Sara passed around the Sep. reports. She listed the net balance and what is in the checking account. The balance is \$64,181.61. Investment money has not been deposited into the checking account yet.
- We are in the black this year. In recent years, the budget was in the red.
- Expenses this year:
  - o Expenses for Amy and John attending the ROC meeting.
  - o Dues
  - o Web Hosting
  - o PayPal
- Today, we had a long line of people waiting to pay to attend the meeting. We need more volunteers to help taking money or credit cards when signing people in to the meeting. Amy suggested we get another "swiper" for accepting credit cards. Sara will find out the cost of another "swiper" and ask the Board to take a vote on buying one.
- We do not break even at the meetings because the Maggiano fees cost more than the fees we charge. We are also charged fees for Pay Pal and swipers. This is the first meeting that we are charging attendees the higher meeting fee since the Board approved the increase.
- For sake of time, we decided to postpone the full discussion on donating money to a charity. We have a surplus of money. We do want to donate to a charity, but we need to research local charities and decide which charity.
- Sara found errors with HQ financial data. Some members being charged different chapter due amounts other than \$20. ASSE HQ response is new members are only charged \$15 there first year.
- Mike had questions regarding the Chicagoland Area conference. Is it a private or non-profit organization? Are there by-laws? Does it have a Tax ID? We have a Federal Tax ID.
- For the sake of time, Sara asked Mike to send an email of his concerns to the appropriate people regarding his other questions.
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#### 4) Committee Reports

- a. Board Elections – Amy Timmerman and John Hoekstra: We did have some attendees interested in becoming Board members. One was from the Stateline Chapter.
  - b. Newsletter – Amy Timmerman
  - c. Membership – Ellen Gallo: Since August 1, we have 9 new members.
  - d. Webpage/Jobs – Claire Nachowicz: New dates have been added to the website.
  - e. Safety & Health Conference – David Amos: The Chicagoland Health and Safety Conference was a huge success. There were more attendees this year than in the past.
- f. Awards / Recognition – Bob Wasick. Sara wants to nominate Rich Rapacki for an award for his work. We have Chapter SPY and Regional SPY awards, but we need to research if one of those awards is appropriate. If not, maybe we can get Rich a plaque.
- g. NIU Student Chapter
- Six students are going to future leaders conference.
  - Homecoming at NIU. Find our Saturday about funding for Ergo Work Station from Safeco.
  - NIU By-Laws: Mills will get them signed on Monday, Oct. 24.
  - STEM worked well.

#### 5) Old Business

- a. Ergonomic Funds. We already discussed.
- b. Stateline: Amy divided the group so each of us can call former Stateline members. Let's create a list of questions so we are consistent. Amy will create this list.
- c. Amy told a Stateline rep that we need a few leaders from that section. They discussed possible venues. Amy said we are moving forward reaching out to Stateline members regardless of ASSE HQ communication.

#### 6) New Business

- a. ASSE 2016 Leadership conference: Amy and Sara attended this conference in Oakbrook. The meeting went well. They especially enjoyed the "Millennials" session.
- b. May ½ day seminar:  
Dr. Mills suggested the topics of Fatigue, Safety, and Lighting. There are going to be changes in Lighting and how it affects bio-rhythms. Mills will get 4-5 different speakers for this event. Dr. Mills will take the lead on chairing this event. It has to be after final exams. We were looking at May 19 for this event. We need to find a venue. NIU Hoffman Estates is a possible venue. Dr. Mills will find out if he can get price discounts for using NIU Hoffman Estates.
- c. Community Outreach Events  
Sara/Amy Two events going on:
  - 1) U47 School District to do road show at middle schools to educate that the safety profession is out there and to motivate interest.
  - 2) Hersey High School in Arlington Height Career Night.
- d. Social Event
  - Let Three Rivers take the lead on a social event. NEIL focus energy on Stateline

#### 7) 2016 – 2017 Meetings

- a. November 18<sup>th</sup> – Richard Dresser, Safety @ Guantanamo Bay
- b. December 1<sup>st</sup> – Food Pantry

- c. January 20<sup>th</sup> - Vernon Iturralde, Moneyball
- d. February 17<sup>th</sup> - John Hoekstra, Task Assessments/work permits
- e. March 17<sup>th</sup> – Candra, OSHA update (Tour OSHA training Institute)
- f. April 21<sup>st</sup> – Student presentations Location: NIU – Naperville Campus
- g. May 19<sup>th</sup> – ½ day seminar
- h. June (TBD) – Board Planning Meeting

**8) Next Board Meeting: November 18th**

**9) Meeting Adjourned at 2:53 p.m.**

*Minutes taken by John Hoekstra*