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| **Date**: 07/15/22 | | | | | **Location:** Lockton Insurance – Tom Metzner | | |
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| **Board Members in Attendance:** Tom Metzner, Ravi Narayan, Mindy Prichard, Derek Farmer | | | | | | | |
| **Guests in Attendance:** Dave Hallerud, Ashley Craddock, Chris Knox, Kent Kringen | | | | | | | |
| **Committee Chairs in Attendance:** Mindy Prichard, Dave Hallerud, Derek Farmer | | | | | | | |
| Diversity, Equality & Inclusion | | | | Dan Snyder | | | |
| Events Coordinator/Vendors: | | | | Jennifer Dennis | | | |
| Social Media/Communications: | | | | Dave Hallerud / Aaron Paris | | | |
| Student Section: | | | | Dan Snyder / Phil Shoemaker | | | |
| Website: | | | | Dave Hallerud / Derek Farmer | | | |
| Scholarship: | | | | Dave Hallerud / Phil Shoemaker | | | |
| New Members: | | | | Open | | |
| PDW Committee Chair: | | | | Mindy Prichard | | |
| Newsletter: | | | | Open | | |
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| **Call to Order:** 2:01 pm | | **Chapter Meeting Attendance** | | | | | |
| **Motion**: Tom Metzner | | Members: N/A | | | | | |
| **2nd:** Mindy Prichard | | Students: N/A | | | | | |
| **Adjourn:**  3:10 pm | | Non-Members: N/A | | | | | |
| **Motion**: Tom Metzner | | Guests: N/A | | | | | |
| **2nd:** Derek Farmer | | **TOTAL:** N/A | | | | | |
| **July 2022 – Treasurer’s Report** | | | | | | | |
| Cash | $100.00 | |  | | | April 25, 2022 | |
| Checking | $13,923.50 | |  | | | April 25, 2022 | |
| Savings | $18,172.15 | |  | | | April 25, 2022 | |
| Square | $0.00 | |  | | | April 25, 2022 | |
| PayPal | $0.00 | |  | | | April 25, 2022 | |
| **TOTAL** | **$32,095.65** | |  | | |  | |

* Shelly Killingsworth has information Ravi needs to access PayPal to make changes. She is currently out of the country. The Square account is good.

**Financial Report:**

* Tom recommended a third-party audit of our chapter finances. Nobody was opposed. It was recommended we try and have a third-party audit every 3 years. We would have to find someone to do this for us. Tom asked Ravi to put this on his to-do list.
* Financial support (non-profits, scholarship, etc.):
  + - HOA Expenses and Reimbursement – Tom asked Ravi what our Chapter guidelines were for traveling on behalf of our Chapter. Ravi stated he did not have the information prepared, but would provide an “one page” policy.

**New Business**:

* **Introductions of New Attendees** 
  + Kent Kringen joined our meeting today. He has been with Black & Veatch since 2013. He is currently the Associate VP, Division ESH&S Manager – Power/Oil & Gas. Prior to that he worked 11 years for a contractor in Northeast Kansas. Thank you for joining our meeting today!
  + Chris Knox joined our meeting today. He has been with Black & Veatch since 2014 and is a Corporate Safety & Health Manager. He was with Kiewit for 8 years prior to B&V. Thank you for joining our meeting today!
* **Scholarship Funding** – Mindy and Dave
  + In order to increase the annual award for the scholarships to UCM and PSU from $1,500 to $2,000, Mary Goranson from ASSP Foundation stated we would have to contribute $28,500. This would greatly impact our total Chapter finances and reduce our combined accounts to $3,595. We discussed whether or not we could add $500 to each scholarship from our Chapter account without going through the ASSP Foundation. Everyone was in agreement that it was something we would support doing. Dave said that we should check with Mary Goranson to find out what the tax implications are and if we are even allowed to do that as a Chapter. Mindy will reach out to Mary. Ashley stated that she would greatly appreciate the scholarship whether it was $1,500 or $2,000. She said as an online student, she was not even aware of the opportunity for this scholarship and she never has received an announcement from the university about it.
* **WISE** – Laurel – not present. Karen Kono expressed interest in helping at our last meeting. She was not able to attend the meeting due to her big wedding day. Congratulations, Karen!
* **Social Media** – Aaron and Derek – Aaron was not present. Derek stated we should probably focus on LinkedIn over Facebook since this is a business organization. He mentioned posting about meetings, Chapter updates, including using it to announce scholarships and awards. Dave stated that we do have an ASSP HOA page on Facebook that he currently maintains, but not very many people have “Liked” it and therefore probably doesn’t get much traffic. The last posting was done after we volunteered at Harvesters in December. Derek said he would spend some time looking into this more next week. He wanted access to the FB page via Dave to make updates. Dave and Derek will visit more about this.
* **Chapter Relics** – Tom and Derek met at 1 pm today and sifted through two plastic totes full of at least 30+ years of chapter binders, old pictures, cashed checks, receipts, ledgers, our charter framed, etc. These were originally stored at MCC, but Tom has been storing the totes at his house. Tom said they found old binders that he will reach out and offer up to former Presidents. HOA is the oldest chapter in our region and began in 1939. Society does not have a record retention policy that pertains to these documents.
* **Safety & Sound Week: August 15 – 21**  
  The EC Committee approved a $50 Amazon gift card during the last meeting for a drawing and Tom sent the message out about how to win the prize for, “How I got into Safety” submissions in the last monthly newsletter and there were no submissions.

**Old Business**:

* **Antifatigue Mats for Harvesters** – Harvesters received a donation of one (1) mat from Grainger and Tom will deliver two (2) additional mats to Harvesters on Monday, July 25th that ASSP is donating. The donation was $500+tax.
* **Members without emails on file** – Still waiting for status updates from Nancy, Laurel, Pam. Derek will take Nancy and Pam’s list and Tom will take Laurel’s list.

**COMT Status**: 0 points (Platinum: 9,000) – Our Chapter year runs from July 1 to June 30. This Executive Committee meeting today counts toward our first points earned for 2022 – 2023.

**Committee Reports**:

* **DEI** – Dan – not present. No new updates.
* **Topics/Speakers** – Mindy
  + August 19th – Boulevard Brewing Company – Chapter Meeting & Technical Tour
  + September 23rd – Stressed Out Headed for Burnout – Dr. Mladenoff
  + October 28th – OSHA Update – Halbrook Wood, PC
  + November – TBD
  + December 15th – Harvesters Volunteer
  + January 20th – Risk Reduction through Preventative Maintenance
  + February – Wearable Technology – Professional Development Workshop (TBD)
  + March – Bruce Lyon & Georgi Popov (TBD)
  + April – UCM/PSU Student Chapter Presentations (TBD)
  + May – MARC (Mid America Regional Council) Tour of Command Center – TBD
* **Election Committee** – Tom
* **Website/Social Media** – See Social Media update above.
* **Member Engagement** – Open
* **Newsletter** – Laurel is co-chair. We have another opening to help with newsletter.
* **Scholarship** – update provided above.
* **Student Section** –
  + Dan and Phil not present
  + *April Minutes: Phil was going to take the lead on the “Best Practices” conference call with the different student section advisors from other chapters. Sarah Heckman said there is an Involvement Fair at UCM at the beginning of the semester. Booths are set up. Handouts and advertisements are available. She has never seen ASSP at this fair. Laurel and Mindy can participate in the meeting if need be.   
    Kent Kringen said that he would be available to help with recruiting at our student sections if need be.*
* **WISE –** update provided above.
* **General Notes:**
  + Tom asked Kent and Chris what the current “hot topics” were at Black & Veatch and they mentioned the following:
    - ANSI Z10 Standard – fall protection on leading edge
    - Hardhats to Helmets
    - Finding Safety Professionals has been very challenging
  + Kent said he would look into whether or not Black & Veatch could host the OSHA Update meeting in October and get back to us.

Adjourn: 3:10 pm Tom/Derek