

ASSE Tarheel Chapter Executive Committee Meeting Minutes February 5, 2014



Purpose: As listed in Bylaws – To promote the advancement of the safety profession a safety professionals and development of members in our geographical area. NC Counties – Anson, Cabarrus, Cleveland, Gaston, Mecklenburg, Montgomery, Richmond, Scotland, Stanley, and Union
SC Counties – Chesterfield, Lancaster, Marlboro, and York

<p>Meeting Called By: Dan Collins, Chapter President Start Time: 10:30am Location: Dilworth Neighborhood Grill, Charlotte, NC Attendees: Dan Collins, Ted Wilburn, John Moore, Julian Mercer, Kinshasha Coleman, Tiffany Lyons, Jennifer Law, Craig Cupil, Jessica Jeppson, Scott Baranowski, Kevin Earp, Bob Kastenhuber, Kulema McCoy, Kay Ardilonge, Jeff Noel, Sergio Franco, Arlene Edwards</p>		
Topic	Discussion	Action
Quorum	Nine members were in attendance.	Quorum met.
President Report		
Approval of last EC meeting minutes		Approved by committee.
Safety Person of the Year Award (SPY)	Julian Mercer received the Tarheel Chapter award for Safety Person of the Year. His nomination will be submitted to the Regional level.	
Fire Bowl	Presentation of \$1000.00 donation will be made to Amy Price, Charlotte Fire Department, at the February general body meeting.	
Review of Chapter By-Laws	<p>Two issues were recognized in the by-laws:</p> <ol style="list-style-type: none"> 1) It was recognized that the Executive Committee is too large when having to vote on an issue and need to meet quorum. Currently the bylaws read: Article IV, Section 6: The Executive Committee shall consist of the Elected Officers, Delegate to the House of Delegates, immediate two living Past Presidents, Chairpersons of all Standing Committees and the Newsletter Editor. 2) It was recognized the Treasurer had term limits. Currently the bylaws read: Article V, Section 6, The Treasurer shall: g) Be limited to five 1-year terms. Upon further investigation by Ted Wilburn, he confirmed with national office that there is no term limit requirement. 	<p>Vote: Limit the Executive Committee to the (4) elected officers: President, President-elect, Treasurer, Secretary and (1) Delegate to House of Delegates. Outcome: Yay – Unanimous Nay - No objections</p> <p>Vote: Eliminate term limits for the Treasurer. Outcome: Yay – Unanimous Nay – No objections Revised bylaws will be sent to Arlene Edwards by Friday, Feb 6th.</p>

Chapter PDC	Scheduled for May 21 st . Recommendation to use The Employers Association provided that the date is still available. Preferred over the Dilworth Grill because it is more conducive for meetings of the PDC nature.	Julian Mercer/Kevin Earp will contact The Employer Association for confirmation
Vice-President Report		
	<p>Membership: The average number of members that come to general body meetings is 25. Based on our membership of 280 members is this a reasonable number to expect in attendance? Julian stated that he felt comfortable with that number, Arlene Edwards agreed from a Regional standpoint. We will continue to make sure the website is updated with relevant information so that members are informed and have the opportunity to participate as they see fit.</p> <p>Chapter wear: John knows a vendor who can produce clothing and other items with the Tarheel Chapter name on it. The chapter would receive \$5.00 off every product sold. A link to the “store” would be placed on the chapter website to access. John has received permission from ASSE headquarters to use ASSE logo on Tarheel Chapter wear.</p> <p>Leadership Succession: What are we doing to groom future officers?</p> <p>Student Membership: Need to reach out to universities and colleges. Julian stated that the first step is to identify particular school with safety programs and get buy-in from the university/college as they will need a campus sponsor in order to move forward.</p> <p>Common Interest groups: Would like to hear more from our representatives about what is happening in those particular areas to help increase membership participation on those committees.</p>	Further investigate the demographics of the industry showing up regularly at general body meetings and make sure future meetings incorporate information relevant to that industry group.
Treasurer Report		
Financial Report	As of January 31 st : Savings \$10,622.52 Checking \$11,125.52 Pay Pal \$2,599.88 Petty \$50.00 Total \$24,397.92	
Secretary Report		
Key Chapter Dates	March 1 st : <ul style="list-style-type: none"> • President review bylaws concerning chapter election process • Chapter Dues Report form due to ASSE Chapter Services – only if the chapter is making in our dues 	

	March 31 st : End of Fiscal Year	
Committee Reports		
Hospitality	No report.	
WISE	No report.	
BISE	No report.	
Young Safety Professionals	No report	
SPALW	Sergio Franco was introduced as new committee chair.	
Social Media	No report.	
Foundation Liaison	No report.	
Membership	282 members	
Professional Development	No report.	
Public Relations	No report.	
Governmental Affairs	No report.	
Audit	No report	
Member at Large	No report.	
Guest Comments	None to report.	
Closing Comments		
Upcoming Meetings	March 5 th - Tracy Beaudry, Risk Management (EHS Risk Assessment) April 29th – Charlotte Knights Baseball Game May 21 st - PDC	

End time: 11:20am

Minutes Completed by: Kinshasha Coleman

Date: 02/06/15