



**ASSE Tarheel Chapter
Executive Committee Meeting Agenda
Tuesday, March 3rd, 2015**

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

Meeting Called By: Dan Collins, Chapter President
Time: 10:00-10:50
Location: (Conference Call:1-888-585-9008, Conf Room: 348-506-485)
Requested Attendees: Dan Collins, John Moore, Ted Wilburn, 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, Jesu Gow

	Topic	Responsible Party
Call To Order	Seven members participated on the call.	Dan Collins
President Comments	<p>- Approval of last EC meeting minutes</p> <ul style="list-style-type: none"> • Dilworth Grill – Dan spoke to the manager and discussed possible changes to our luncheon menu. They offered a baked pasta dish which we will substitute for the BBQ entrée for our upcoming meeting (chicken will also be available). The EC decided to let members who are vegetarian order from the menus should they desire. • Reviewed Chapter bylaws – Dan reported that the EC made a few revisions of the bylaws to align them with National ASSE’s bylaw model. He thanked everyone who provided input in the process. Dan sent the revised bylaws to Arlene Edwards, our Area Director, who approved them and forwarded them to our Regional VP for his signature. Once approved, they will be posted to our website. • PDC – The PDC is set for May 21, 2015 and will be held at the Employers Association. Dan, Julian Mercer and Kevin Earp met with the Employers Association recently to confirm that we will have the same or similar 	Minutes approved



	<p>accommodations as last year and they also are in process of finalizing the agenda for the PDC.</p> <ul style="list-style-type: none">• 2 slots at CRSHC, agree to work the ASSE Booth – Dan reported that as sponsors, we have two complimentary vouchers for the conference and asked if any members of the EC wanted to attend. No one took them as Julian and John mentioned that their companies would pay for them to attend. Dan will extend the offer to other members of our chapter at our March 5, 2015 meeting. We will have a booth at the conference and Dan asked for volunteers to help man it. The conference will be held April 16 & 17, 2015 at the Crown Plaza Charlotte Executive Park on West Park Drive. Details regarding the conference can be found at www.charlottesafetyconference.com.• Future Program topics – Dan advised that we need to plan topics for meetings from June and thereafter. He has received a few responses from some of our members who may be interested in presenting or who have suggestions for topics. <p>Twitter account https://twitter.com/ @TarheelASSE</p> <p>Volunteer Opportunities:</p> <ul style="list-style-type: none">• Newsletter Editor - no discussion• Officer Central – no discussion -Key Chapter Dates• NC Chapter WebEx – Dan discussed the email invitation he sent to members from Arlene Edwards inviting us to participate in their March 12, 2015 meeting via WebEx. The EC discussed that making our meetings available via WebEx may be something we need to look into in the future.• Fire Bowl – Dan reported that the date for the Fire Bowl is March 19, 2015 from 8 AM to roughly 2 PM. The event will be held at the Friendship Missionary Baptist Church located at 3400 Beatties Ford Road. Approximately 35 schools will participate. Dan encouraged members to attend if possible. Julian was asked if there was any progress in attempts to expand the Fire Bowl program to other counties and he reported there was not. Julian has contacted both the Union County fire department and school system and has received no response. He mentioned that Union County has a new Fire Chief and that this is probably low on his radar screen. John Moore reported similar results with Iredell County as did	
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	Dan with Gaston County.	
Vice-President Comments	Tarheel branded clothing – John brought up the fact that clothing items branded for the Tarheel Chapter are now available on line and wanted to know how to proceed. Dan stated that we need to move forward on it and he will make the members aware of this service during Thursday’s meeting. Julian raised a concern that the prices seemed somewhat extravagant (\$40 - \$50 per shirt) and John explained that the products vary in price depending upon the quality of the garment. The prices range from \$25 upward. Julian wanted to know how what recourse buyers have if they are dissatisfied with the product. John explained that buyers would deal directly with the company providing the products to resolve any such issues. John also threw out the suggestion that we have products available in pink during October for breast cancer awareness and that we donate our proceeds from all sales to the Susan B. Kolman foundation.	John Moore
Treasurer Comments	Ted reported that our balance as of 2/28/15 is \$23,202.58 broken down as follows: Savings - \$10,622.93 Checking - \$9,758.65 PayPal - \$2,771.00 Petty cash - \$50.00	Ted Wilburn
Secretary Comments	Kinshasha not present due to conflict at work. Ted Wilburn took minutes for her.	Kinshasha Coleman
Committee Reports		
Hospitality	Tiffany not present	Tiffany Lyons
WISE	Jennifer not present	Jennifer Law
BISE	Craig not present	Craig Cupil
Young Safety Professionals	Jessica had nothing to report	Jessica Jeppson
SPALW	Sergio not present	Sergio Franco
Social Media	Jessica asked people to keep “liking” our Facebook page. She and Dan agreed that he would send her twitter information as she will manage this also.	Jessica Jeppson
Foundation Liaison	Kulema reported that the National ASSE will soon send out solicitation letters to each chapter asking for donations for the Silent Auction to be held at the national PDC in	Kulema McKoy



	June. The deadline to donate is May 15, 2015. Julian reported on the items that we donated last year. The question was asked how much money our donated items brought in last year's auction and Julian was not sure.	
Membership	Scott reported that we have picked up three new members since our last meeting bringing our total membership to 284.	Scott Baranowski
Professional Development	Kevin not present	Kevin Earp
Public Relations	Kay not present. Dan reported that he has sent Kay a couple of emails but she has not responded. Someone mentioned that it is thought that she has changed jobs. It was decided that we will replace her with someone more actively involved in the chapter. Julian stated that according to our bylaws an individual in a non-elected position can be removed and replaced by the person that appointed them. Julian appointed Kay and will assume this responsibility. Dan mentioned that Gloria Green from IDG had expressed an interest in getting involved in the chapter and may be a candidate. Dan plans to discuss this opening at Thursday's meeting.	Kay ArDilonge
Governmental Affairs	John reported that we need to look for someone to take on this responsibility as he is too busy to handle it at this time.	<i>John Moore</i>
Audit	Craig not present	Craig Cupil
Member at Large	NA	TBD
Guest Attendees Comments	NA	
Closing Comments	Julian reported that he recently attended a student section meeting at A & T University in Greensboro and they have low participation (the Greensboro ASSE chapter was also represented). He will continue to work with this group to try and reinvigorate their program. Julian is an A & T alumnus and has a vested interest in seeing this group succeed. He communicated to them that we are here to help them as is the Greensboro chapter.	
End time	10:50 AM	
Upcoming Meetings	March 5th, 2015 Tracy Beaudry, Risk Management (EHS Risk Assessment) April 29, 2015 Charlotte Knights Baseball Game (Round Table: State of the SH&E profession) – Dan reported that the program for the baseball game will center on networking and possible discussion of current trends in the safety profession. May 21st: PDC June: TBD	



Minutes Completed by: Ted Wilburn substituting for Kinshasha Coleman
Date: 03/04/15