



**ASSE Alaska Chapter
Executive Committee Meeting Minutes
October 16, 2014 @ Nordic Calista**

Meeting was called to order at 4:25 pm.

1. Roll Call:

Established Quorum: Yes

	CEC Position	Name	Present	Absent	Present via Telephone
1	President	Jeff Kolean	x		
2	President-Elect	Joireen Cohen			x
3	Vice President	Tim Bogowith	x		
4	Secretary	Jill Gaylard	x		
5	Treasurer	Phil Galloway		x	
6	Delegate	David Leonard			x
7	Delegate	Lynne Seville			x

Volunteer Chairpersons –

- Summit Co-Chair Leichen Bauke Present
- Summit Co-Chair Ann Lindsey Present via Telephone

- A few people have volunteered as Chairpersons. President will talk with volunteers about position responsibilities. Need to identify SPY. Need to appoint Elections Chairperson by December 2014. Delegate/Previous President David Leonard appointed and agreed to be Elections Chairperson.

2. Minutes from Previous Executive Committee Meeting(s): Not available.

3. Chapter Status Items:

- a. **Treasurers Report:** Not available. Met with Phil. Signatures added for new Officers. Previous officers deleted.
- b. **Newsletter:** September newsletter sent out. October newsletter in draft.
- c. **Membership Update:** 410 Members
- d. **Website:**
 - Summit page updated to remove registration link. Keeping forms and information.
 - Student webpage updated with student meeting minutes and Student Officers.
 - MOTION made by Lynne Seville to move from existing website to newer website offered by Society. Second by Tim Bogowith. All in favor.
 - Chapter Webmaster will work with Society Webmaster to merge to new website.



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e. Monthly Meeting Plans:

- September	Ian Cooper	Employee Drug Testing
- October	Dave Francis	Ladder Safety
- November	Wesley Heinold	HSE Strategic Planning
- December	N/A	Holiday Social

Holiday Social: Tim Bogowith. Jeopardy. Officers will provide Tim with questions. Leichen Bauke will contact Sam Dick and discuss gifts.

f. Student Section

Secretary will provide Student Meeting Minutes to CEC prior to CEC Meeting
Student officers elected. Student Section up and running.
CEC Officer will attend Student Meetings.

g. Stars Report: COMT-training sent out via email. Officers responsible for their sections.

4. New Business

- Business License-Renewal: Pat Seidel brought paperwork to President. Treasurer unavailable to renew business license. President will process paperwork for business renewal.
- PDC –October. Secretary attended and will provide notes to CEC
- Summit Notes
 - Leichen Bauke will provide Summit expenses to President within week.
 - Attendee numbers not finalized yet.
- Student Reimbursement:
 - Motion by Jill: The Alaska Chapter will reimburse the Student Section \$2000.00 total for travel expenses to the Future Leaders Safety Conference in November 2014. Second by Tim Bogowith.
 - Students will come to monthly chapter meeting and give presentation on what learned at Leadership Conference.
- Society financial account maintenance
 - Jeff will get details so CEC can determine if want to go with Society Bookkeeper.
- Goals & Budget
 - President will send out meeting invite for special meeting to discuss budget goals.

5. Call for Other Off-Agenda New Business

- None

6. Meeting adjourned: 5:50pm

Vice President motion to adjourn.
Delegate David Leonard seconds motion.