| **Meeting Name:** | **ASSE Three Rivers Board Meeting Minutes** |
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| **Date & Time:**  | 3/9/2018 1:30 PM – 2:30PM | **Meeting Location:** | Werner Ladder850 N. Arlington Heights Rd, Itasca |
| **Minutes Prepared By:** | Anita Worden |

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| 1. Attendees |
| **Executive Board** | **Chairpersons** |
| X | Jeff Winter | X | Brenda Allard | X | Dawn D’Ostilio | X | Scot Salzman |
| X | Pat Genovese | X | Greg Meyer | X | Mery Sennett |  |  |
| X | Anita Worden |  |  |  | Joe Lasky |  |  |
| X | Carol Frye |  |  |  | Angela Aparicio |  |  |
| X | Dawn D’Ostilio |  |  | X | Diane Rigsbee |  |  |
| X | Robert Zima |  |  |  | Stuart Feinberg |  |  |

 ***X*** *for Attended*

| 2. Meeting Agenda |
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| * Approve February Meeting Minutes (Emailed by Anita) All approved.
 | 1:30 pm |
| * Presidents Report (Jeff)
	+ April ROC 12th/13th – Dawn & Jeff Attending
	+ Claire from NEIL also attending
	+ PDC in San Antonio June 3rd-6th – Mery is attending; the chapter is officially earning the Platinum award.
	+ Thank you, Pat Genovese for speaking on “personal experience”. Reminders for next meeting:
		1. Bob Zima will talk about getting to meetings.
		2. Brenda will do the personal experience talk.
	+ Chapter Vote on By-Law updates occurred during technical meeting (37 members present).  Chapter voted unanimously in favor of the following 3 amendments:
		1. Motion 1: Organization name change to ASSP
		2. Motion 2: Addition of Areas to Region V
		3. Motion 3: Addition of Section 8 in Article X for payment waivers and reimbursements
	+ There were 37 TRC attendees at the March Technical Session at Werner Ladder in Itasca.
 | 1:35 pm |
| * Membership Report (Robert)
	+ Current Count: 357 (no transfers in; 3 transfers out; expiring 18)
	+ New Members: 2
	+ Student recruitment:
 | 1:40 pm |
| * Treasurey Report (Carol)
* Current Funds: $ 28,708.60
* Budget Update: Reviewed the new budget format. An updated copy will be sent out by Jeff after Carol updates.
* NIU Student Chapter Support category will be changed to Student Chapter Support to allow any students to attend free.
 | 1:45 pm |
| * Program Chair Update (Diane)
* OSHA Reschedule – May 11th confirmed with the Sheraton. Event page is updated (Thank you, Brenda). Cost is $30 for members and $40 for guests.
* April 13th for Workplace Violence with Mark Lies Confirmed. Jeff and Dawn will be at the ROC. Board meeting after is confirmed.
* May 17th – Social Event is confirmed. 5 – 7pm at Hopvine Brewery for Three Rivers Members only. We are going to the check menu and do a pre-visit the week before. Scot Salzman will email us. Sswith1t@gmail.com

Games: Cards Against Humanity-Brenda; Code Names, Jenga and Apples to Apples-Jeff; Vertellis-Anita; Two Truths and a Lie-Dawn and Mery will bring a game. | 1:50 pm |
| * Honors & Awards (Mery)
* Reconfirm people for Awards and Honors in April.
 | 1:58 pm |
| * Website/LinkedIn (OPEN)
	+ Jeff was unable to reach Anna; will continue to try and will invite to next meeting.
 | 2:02 pm |
| * Golf Outing (Joe)
	+ Greg sent an Event Task Sheet to Jeff with tasks to prep for the Golf Outing which will be distributed.
	+ Date is August 10 with shotgun start at 8:30 AM. NEIL is a confirmed partner.
	+ Liberty Mutual was sick and cancelled last year. Would like a discount to participate this year.
	+ Two confirmed sponsors: Athletico and Langford Construction (also a Golf Ball sponsor)
	+ AIHA came out and helped with the event last year.
	+ We motioned and approved making this Golf Event just for NEIL and Three Rivers.
 | 2:03 pm |
| * Chicagoland Safety Conference (Anita)
	+ Conference plans are progressing; scheduling speakers; organizing details; marketing; brochure, etc.
	+ Remind Angela to put article in each Newsletter
	+ Discuss at each Chapter Meeting
 | 2:08 pm |
| * New Business
	+ May Meeting – Free portrait photography by Brenda – Put in newsletter.
	+ Elections Committee – Greg will lead the Nominations group, also on the committee Rob, Brenda and Mery.
	+ Still looking for members to help out. Carol with check with the member from CIS
	+ Succession Planning – Ideas?
	+ Need people for the Audit Team to conduct the audit after the main meeting.
	+ Positions & Time Commitments – Positions will be re-sent and everyone should be responding to Jeff.
	+ ASSP roll-out: nothing needs to be done this time. Green theme on the web and a logo table drop cloth will be given to us for free.
	+ Survey Questions for next meeting: What is the biggest challenge you’re facing today? Should we explore new meeting sites? Shared learning today.
	+ Meeting site: Will consider looking at new options. Hilton has a new owner.
	+ Thank you to Werner Co for allowing us to having today’s meeting at their Itasca location with excellent attendance! They did an excellent job demonstrating proper donning a harness with a “pat down” check and ladder safety.
 | 2:11 pm |
| * Adjourn – Next meeting April 13 at the Sheraton
 | 2:30 pm |