

# Meeting Minutes

## American Society of Safety Engineers (ASSE)

### Northeastern Illinois (NEIL) Chapter

#### Board Meeting Minutes – 21, April 2017

**Attendees:** Amy Timmerman (president), John Hoekstra (president-elect), Sara Gibson (Treasurer), Charlie Vasconez (NIU Student Chapter Chair), David Amos (Chicagoland Conference Chair)

- **Meeting Call to Order** – Amy Timmerman (1:54 p.m.)
- **Past Minutes/Secretary Report** –
  - Minutes from the March 2017 meeting were approved by Sara Gibson and Amy Timmerman.
- **Treasurer's Report** – Sara Gibson

#### March

##### Proceeds:

Feb. Dues (\$365) *include Stateline (\$40)*

March Lunch (\$970.86)

##### Expenditures:

Mar. Lunch – Maggiano's (\$1,077.96)

Webhosting (\$35)

ROC dues (\$42)

Annual Financial Report Due 5/31/17 – Fiscal Year: April 1, 2016- March 31, 2017. Sara and John to audit the financial report on May 19.

Today's meeting had 41 in attendance (one latecomer that did not eat), so 40 meals. Two "no shows" to be billed. Dr. Mills and the presenting students were given free "speaker" meals (6 meals). NIU will be sending an invoice, so cost of meeting is TBD.

### **Total Assets to date:**

Conference seed money	\$5,500.00
Investment Acct.	\$47,583.87
Petty cash (\$75) + PayPal (\$250)	\$325.00
Checking Acct.	\$24,359.21
<b>Total</b>	<b>\$77,768.08</b>

- **Committee Reports**

- Board Elections – John and Jason reviewed the officer candidates. Amy Timmerman presented the names of people nominated and asked NEIL ASSE members to vote online.

- Newsletter – Amy Timmerman. Nothing new with this subject.

- Membership –nothing new with this subject.

- Webpage/Jobs – Claire Nachowicz. Nothing new with this subject.

- Safety & Health Conference – David Amos gave us an update. The committee met on April 21 and have determined there will be 73 proposed sessions. Speakers are being chosen and confirmed. During the next meeting, the session matrix will be finalized. June 1<sup>st</sup> is the due date for the final matrix so the team is ahead of schedule.

- Awards / Recognition – Bob Wasick. An award for 25 years of membership was presented to a member during the meeting.

- NIU Student Chapter – Charlie said he is getting good feedback on the job shadowing program.

- **Old Business**

- **May Meeting:** It has been confirmed that Todd Grover will give a presentation on Lockout/Tagout on May 19 at Maggianos.

- **ROC Spring Meeting:** Amy Timmerman attended the ROC Spring meeting in Omaha, NE on April 6 & 7. Discussion topics included logo, association name change, proposal to increase ASSE dues, and the sponsorship program. Many chapters have sponsorship programs similar to the one in the Three Rivers chapter. The Stateline section has been dissolved. We are incorporating Stateline into our chapter.

- **New Business**

- **ROC Fall 2017:** Will be held in Chicago. Our chapter will be hosting the meeting. We will hold the meeting at ASSE HQ on Sep. 14 & 15. Hotel rooms and meals will need to be arranged for up to 30 people. ASSE will pay up to \$1,500 for the

meeting expenses. Any charges above \$1,500 will be at NEIL's expense. We need to arrange an activity. Maybe, we can take a tour of OTI.

- **FY2017-2018 Planning Meeting:** This meeting will be on June 9. The budget planning meeting will be on June 2.

- **Harper College Career Expo:** April 22<sup>nd</sup>.

- **2016 – 2017 Meetings**

- May 19: NEIL ASSE Meeting: Todd Grover, LOTO, at Maggiano's.

- June 2: Budget planning meeting

- June 9: Board Planning Meeting

- **Next Board Meeting:** May 19 at Maggiano's

- **Meeting Adjourned:** 2:16 p.m.

*Minutes taken by John Hoekstra*