

NEIL BOARD MEETING



American Society of Safety Engineers (ASSE) Northeastern Illinois (NEIL) Chapter

Minutes of Board Meeting – 17 November 2017 at Maggiano's

Attendees: John Hoekstra (President) Sara Gibson, Michael Saujani, Claire Obuchowski, Bob Wasick, Amy Timmerman

- 1) Meeting Called to Order at 1:50 p.m. John Hoekstra**
- 2) Past Minutes/Secretary Report** – October Board meeting minutes were reviewed and approved. John suggested that Mike should send him final revised copy of the minutes before being sent for posting and distribution. Also, Ken Orms wants copies of the minutes. John informed him that these are available and accessible on the NEIL web site for all ASSE members to review.
- 3) Treasurer's Report** – Sara Gibson distributed the Treasurer's report of 11/17/17 showing total assets at \$80,109.87. The income from the Chicagoland Safety Conference is not yet distributed and is expected to be about \$7,000 and distributed in January. The report was approved. There were 23 attendees at today's meeting with only one no-show and no students.
- 4) Committee Reports**
 - a. Board Elections – John Hoekstra - The job descriptions for board members will be reviewed during a conference call as there will be no face to face meeting in December. Please review Sara's draft revisions and be prepared to discuss any corrections or suggestions.
 - b. Newsletter – Amy Timmerman – Newsletter was sent to 344 members. A significant number of NEIL members reviewed the newsletter, mostly via computer although they click on our web and use mobile devices as well. Please send an email to Amy if you want anything included in the newsletter. Amy said she received one request from Charlie to include an article about the NIU students in the next newsletter.
 - c. Membership – Open Sara Gibson ran a roster and reported as of today we are at 374 members; however, there seems to still be some students that should be in other chapters (28 students on roster). Sara pointed this out to HQ last month.
 - d. Webpage/Jobs – Claire Obuchowski- Claire was happy to state that she has found someone (Matthew Baker) to replace her next year as webmaster when she assumes the position of the NEIL President. She is in the process of training him for the position.
 - e. Safety & Health Conference – Sheri Lesak/Rich Rapacki – No other update. The CHSC committee will start its meetings and preparation in January. They are looking for new, active members for the committee.
 - f. Awards / Recognition – Bob Wasick – Bob will send out invitations to those getting a membership award in January inviting them to the meeting for award presentation.
 - g. NIU Student Chapter – Dr. Mills /Charlie Vasconez – None of them were present so John updated us. John and Charlie met with NIU students discussing several scholarships available to them from NEIL Chapter. They said they will send in their application by December 1 deadline. However, so far we have not received any applications.
- 5) Old Business** – The Board will discuss the job descriptions of board members and committee chairs via conference call in December in lieu of a formal meeting.

6) New Business

- a. ASSE Name Change. ASSE name change was discussed at the Region V call and Eric will send out Guidance Document for Chapters in this process. Mike and Amy attended the ASSE webinar on this topic. It is recommended all board members and committee chairs attend the webinar.

7) Meeting Adjourned at 3:50 p.m.