

FINAL MINUTES

OPEN DOOR Meeting of the Executive Committee of NEACHMM (New England Chapter of the Academy of Certified Hazardous Materials Managers)

MEETING DATE: August 11, 2008
LOCATION: Teleconference Call
ATTENDEES: **Participants:** Kelly Camp, Gail Hall, Eric Jensen, Joe Callahan
Absent: Hugh Willis, Matthew Hackman, Jim Harrison, MaryEllen Doherty, Mike Maheux
Total: 4 of 9 BOD

MEETING MINUTES

The meeting was called to order at 5:45 pm by Kelly Camp. No agenda is available.

President's Report (Kelly Camp)

Kelly gave the President's Report. No notes available.

Secretary's Report (Hugh Willis)

Gail took the minutes for the meeting in Hugh's absence. The draft minutes for the June 2, 2008 BOD meeting had been distributed to Board members prior to the meeting for review and comment, and some corrections had been sent to Hugh. It was indicated that some additional comments would be sent to Hugh. A copy of the Final Minutes (as corrected) of the May 5, 2008 BOD meeting had also been distributed to BOD members by email.

Treasurer's Report (Jim Harrison)

In Jim's absence, discussion of the Treasurer's Report was tabled until the next BOD meeting. A copy of the report was sent to Kelly for review in the meantime. A copy of the Treasurer's Report is attached.

Ongoing Business

Government Affairs Committee (Joe Callahan)

No report.

Professional Development Committee (Eric Jensen)

The final financial tally for the joint membership meeting with ASSE was discussed.

The format for the September membership meeting was discussed (4 speakers, 2 before dinner and 2 after). Gail raised a question about how we might better handle joint meetings in the future given the challenges of planning this meeting with NEAIHA.

For the October membership meeting, Eric J. said he is still waiting to hear back from Deer Island about a tour.

Public Relations and Marketing Committee (Zehra Schneider-Graham / Mike Maheux)

No report.

Membership Development Committee (Mike Maheux)

No report.

Essentials Course 2008 (Kelly Camp)

No report.

CHMMunity Project (Gail Hall)

Gail reported no activity on the school mentoring project.

National Conference (Kelly C)

Eric J. has been selected to be the NEACHMM chapter delegate to the National Conference in Minneapolis September 7 – 10, 2008. There was some discussion about how much of the cost NEACHMM will cover for the trip.

Other Business (Kelly Camp)

Officer Nominations: Brian Fitzpatrick was mentioned as a nominee for the Board. Kelly said she would contact him.

New Business

November Membership Meeting: There was discussion about whether to invite Cedric Calhoun to the November meeting.

Membership Social Meeting: Formula 1 Racing in Braintree was raised as a possible option. Another option raised was to find some venue in Waltham. Eric J. will get more information.

Next BOD Meeting

The next NEACHMM BOD meeting is scheduled to be held on Monday, September 15, 2008 at Woodard & Curran at 5:30 pm (this has since been re-scheduled for 4:00 pm on Wednesday, September 17, 2008 at the Best Western in Waltham, just prior to the Membership Meeting).

Adjournment

A motion to adjourn was made by Gail H. and seconded by Eric J. with all in favor. The meeting was adjourned at 6:25 pm.



Hugh Willis, Secretary

Attachments: Treasurer's Report

8/11/2008 NEACHMM Treasurer's Report

Notes

CHECKING ACCOUNT

8/8/2008 checking bank balance	\$	2,623.23	
checks outstanding	\$	-	
Checking register balance	\$	2,623.23	

Deposits (Course, general mtg)	\$	1,919.45	
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Expenses

Cybershore	\$	74.85	June, July, Aug (\$24.95/mo)
ACHMM	\$	1,225.00	Fee for registrants at Review course \$35/pp
Holiday Inn	\$	2,602.85	Gen'l Mtg cost for July 19th 2009 w/ASSE
Focus Business Solutions	\$	2,092.00	Web Site design - 2nd 40% payment

Total	\$	5,919.85	
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Income

Membership	\$	450.00	Memberships May, April & June
General Meeting	\$	890.00	Cash & Checks Gen'l Mtg 6/19
Books	\$	60.00	1 reference book
Late Course Fee w/interest	\$	519.45	3rd time is a charm (this guy bounced two checks earlier)
Total	\$	1,919.45	

MONEY MARKET ACCOUNT

7/31/2008 balance	\$	33,666.50	
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Interest income	\$	28.04	
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