

NAHMMA Board of Directors Agenda
MINUTES
March 13, 2008
11:00pm – 1:00 pm CST

- I. Roll Call – Mike O, Kolin, Dave W. Greg B, Jim Q. Kelby, Jeff, Ryan, Al, Cheryl & Cheryl, Hilary, Irene
- II. Approval of 01/31/08 and 02/01/08 BOD meeting minutes – Kolin moved to approve assuming Greg’s changes were incorporated. Greg second; all were in favor. **Sue to confirm changes were made.**
- III. Finance – Cheryl Z.
 - a. Dashboard – no update at this time.
- IV. Board Workshop Follow-up
 - a. Mountain Hardware (Nalgene Bottles) Letters to Canada & US counterparts.
 - i. Ryan suggested we drop this initiative; no opposition from the board.
 - b. Procedure for submitting board items update. – see attachment; **Kolin will send it out to the membership for comment and review.**
 - c. Roles and Responsibilities of NAHMMA Board Members – This is still pending final comments from board members, suggestion to make it more goal based than directive.
 - d. Emeritus Award – There are no nominees at this time; if we want to propose any for Burlington, we need to make suggestions soon.
 - e. Share Center – **Kolin will post the first RFP and example HHW contract on the Share Center.** The disclaimer language has been tentatively approved.
 - f. Suggestion from Jim Quinn that policy issues be placed on a different section of the web-site “Hot Topics”. Types of information would include Chemical Policy, Precautionary Principal, School Clean-outs and Product Stewardship
 - g. Waddell suggested we enhance the Resources and Links section (available to all – public domain) to include training videos; more than just links to other organizations.
 - h. Chemicals policy is priority – **Jim and Liz will draft NAHMMA’s position on chemicals policy reform.**
- V. Committees Reports
 - a. 2008 Conference Update – Jim – All committees are on-schedule; the call for Speakers will be going out this month and the electronic version is ready now.
 - i. There will be four training tracks including the Beyond HAZWOPER HHW specific 24 hour training. It will start on Sunday afternoon. As mentioned before, NAHMMA will copyright the class. Suggestion to move the plenary session to Wednesday afternoon; no objections from the Board.

- b. 2009-2011 Conference Update – Good news! Pending contract for 2009 Houston conference; working on free light rail pass, possible NASA tour and financing, \$102 hotel rooms, workable minimums, green waste management processes including composting.
- c. 2010 Orlando Hotel contract is pending; about \$100/night
- d. 2011 – Possibility of co-hosting K.C. event with two other environmental conferences. Pacific Northwest is also a possibility.
- e. Communications – Greg – Kolin’s wife is working on draft copy of newsletter. NAHMMA has purchased Adobe creative suites and it will be shipped to IMI.
- f. Chapters – Al
 - i. Chapter logos – No submissions yet.
 - ii. PSI donation- Chapters have approved \$1100 in donations from the following Chapters. FL \$300, CA \$500, NW \$250, Heartland \$140, MN \$250
 - iii. Board agreed to \$2500 donation plus \$1100 from Chapters for \$3600 donation. (Who will facilitate the money transfer?)
 - iv. Chapter HHW History Project – Request from Dave Galvin that we should further document the history of HHW collection in the U.S. He’s looking for people from the Chapters to document their history. **Al to ask Chapters.**
 - v. Mailing list – In 2007, Jim Quinn did a significant amount of work on our comprehensive mailing list and would like to coordinate efforts with the membership committee and Chapters to update the master list. **Jim Q. to send to Al for review by the Chapters.**
 - vi. HHW task force subsidiary in North Carolina may be interested in future Chapter development per Kelby. Unlikely at this time due to limited membership base.
- g. Membership – Kelby; committee will be calling inactive members to get updated information. Suggestion to include a “referred-by” line on the membership application form; **Kolin to ask IMI.**
- h. Operations – Jim Q.
 - i. Liz Tennant’s Resignation & Open Position – Board is required to fill the vacancy per by-laws. **Kolin will approach Laura Ish** – the nomination was voted on and approved by the Board.
- i. Strategic Planning – Ryan and Sue made assignments for each of the standing committees. The first round of check-in’s will be in March. The SP committee will now be meeting quarterly.

VI. Other Business or Action Items

- a. Email Blast – **Kolin to attach conference announcement and “Hot-Topics” initiatives**
- b. HHW Book Sales – IMI received 60 books; 50 are already sold. Discussion about UPS vs. Fed-ex ground with tracking number. **Kolin will order another batch of books this month.**
- c. EPA Earth Day Challenge – request from EPA to post their link on our web-site; no opposition from the board.

VII. Next Meeting

- a. April 10, 2008