

NAHMMA Board of Directors Minutes**June 12, 2008****11:00pm – 1:00 pm CST****Call-in#: 518-825-1300 Code: 42598#**

- I. Roll Call: Kolin Anglin, Sue Bruning, Jim Quinn, Jeff Glyod, Kelby Neal, Cheryl Fentress-Burton, Laura Isch, Mike O'Donnell, Cheryl Lofrano-Zaske, Hilary Collins, Greg Boe, Al Gomez, Jennifer Volkman, Ryan Kellogg, Irene Gleason
- II. Approval of 5/8/08 BOD meeting minutes. [Motion to approve minutes. Motion approved.](#)
- III. Follow up from previous meeting action items
 - a. Sue will call DTSC and CIWMB to see if they've paid sponsorships from 2008 conference. Working through this with Cheryl L-Z and Jesse. We've located payment for CIWMB registration; can not locate deposits for the \$10 K in sponsorship from each agency.
 - b. Chemicals policy reform-
 - Jim will check in with Liz on the draft. Jim will send out the draft one last time to BOD for comment. Several members responded to the recent e-mail blast mentioning the draft chemical policy reform paper Jim developed, he has received several comments that he will incorporate into a revised draft.
 - Kolin will include announcement in this month's email blast about the draft policy and invite members to participate in editing. Done.
 - c. 2008 Conference-
 - Jim will send out draft schedule for BOD review/comment.- Completed
 - Awards Comm start work on call for nominations. Awards committee is rolling, sent out request for nominations in last e-mail blast.
 - d. Communications- is the newsletter ready for mid June release? We are on target for mid-late June.
 - e. Chapters- Kolin will discuss with Jesse and set up a procedure to notify the chapter leaders of new members as they are assigned to chapters.. [Kolin will discuss with Jesse this month.](#)
 - f. Training-
 - Next step is to determine registration fees for 2008 conference training and draft descriptions for each class. [Fees are set. Still waiting on the descriptions.](#)
 - Also need to lock in trainers and compensation requests. [No update](#)
 - Will need to submit certification approval request to CHMM for 2008 conference. Cheryl will forward last years request to Dave for update and submittal to CHMM. [Not submitted, need course descriptions and trainer bios. Kolin and Cheryl will work with Dave Waddell on this issue.](#)
 - g. PSI Forum – did anyone attend on behalf of NAHMMA? [Hilary attended and staffed the NAHMMA booth. Hilary will send out an update on the forum via email.](#)

- h. BOD agreed to post an announcement on the NAHMMA website with information and a link to the federal government website regarding television conversion to digital format. Greg will send Kolin the link for the federal government website. Kolin has posted.
- IV. Finance – Cheryl Z.
- a. Dashboard- May dashboard distributed today. Cheryl walked through format for new BOD members.
 - i. Assets, Chapters- \$46,896
 - ii. Assets, National- \$77,556
 - iii. Total Assests- \$124,449
 - iv. Total Income, May- \$26,016
 - v. Total Expenses, May- \$23,254
 - vi. Net Income, May- \$2,761
 - vii. Net Income with chapter revenue- \$11,141
 - b. 2007 not completely finalized, still waiting for IMI to make requested corrections.
 - c. FL chapter has received its tax exempt form. We also have TX and VT tax exemptions. **Kolin will send copies to Cheryl.**
 - d. **Cheryl will distribute dashboard to Chapter treasurers. Al will provide list of treasurers to Cheryl.**
- V. Committees Reports
- a. 2008 Conference Update – Jim
 - Sheraton- Primary hotel is not offering conference rate Sat & Sunday prior to the conference. This is causing problems for those coming in early for training and tours. Secondary hotel is the Best Western and they are honoring the conference rate for the pre/post weekends. Jim is coordinating with AM&M, NAHMMA will most likely have to ask those coming in early to move to the Sheraton on Monday in order to meet our block.
 - b. Affiliations – Jim
 - Added one member, will commence regular meetings
 - c. Awards – Kolin – see follow up on previous meeting
 - d. Chapters – Al
 - i. **Florida requested change of name to Florida-Caribbean Chapter in order to incorporate Caribbean members. Motion to approve name change. Motion approved.**
 - ii. 3 chapters (RM, FL, Heartland) have reviewed non-member list and returned. Other chapters have not responded.
 - iii. Encouraged chapters to submit award nominations
 - iv. Discussed status of chapter work plan.
 - e. Membership – Kelby
 - i. Tackling inactive member list
 - ii. Membership mixer at 2008 conference- theme is Texas Hold ‘Em. Can we bring in outside snacks/beverages? Jim will look into that. Will need 7 round tables for 54 players. 8 players + 1 dealer per table.

- f. Sponsorship – Mike O.
Disappointed in sponsorship/vendors attending the Northwest conference this week
- VI. Other Business or Action Items
- a. Email Blast – will go out end of next week
 - i. Solicit award nominations
 - ii. Solicit BOD nominations
 - iii. Information about hotel reservations (Jim)
 - iv. National geographic green guide- www.thegreenguide.com- resource for consuming wisely.
 - b. EPA SC3 Charter Meeting in DC- Kolin attended. Networked with participating associations. [Kolin will send list of participants out to Jim & Mike to pursue sponsorship or conference participation opportunities.](#) During the meeting, the group discussed barriers to SC3, success stories and setting up the agreement. There will be a conference call in 6 months to follow up, meeting minutes will be distributed within next week.
 - c. NAHMMA Booth- it's time to update with new colors, logos. Need more brochures. The zipper on the bag is broken, look into getting hard case. [Jennifer Volkman will look into getting new display.](#)
 - d. Congratulations to Laura on the birth of her daughter, Aryana Elizabeth Isch born 4/29/08. Welcome back, Laura.
 - e. Bookstore- After hearing two great speakers at this year's NW conference, Ryan suggested NAHMMA look into offering their books for sale through the NAHMMA bookstore.
Stacy Malkan - author of "The Ugly Side of the Beauty Industry"
Mark Shapiro - author of "Exposed"
[Ryan will contact the publishers to research the sale of these books on the NAHMMA website.](#)
 - f. [For August agenda- please add Green Policy discussion led by Hilary](#)
- VII. Next Meeting
- a. Rescheduled for July 17, 2008

Attachment: May 2008 Dashboard