

# NAHMMA Board of Directors Agenda

July 17, 2008

11:00pm – 1:00 pm CST

Call-in#: 518-825-1300 Code: 42598#

- I. Roll Call – Kolin, Mike O, Ryan, Cheryl LZ, Greg Bo, Cheryl BF, Kelby, Al Gomez, Irene, Dave W., Lara  
Absent: Jeff G, Sue B., Jennifer, Jim Q.
- II. Approval of 6/12/08 BOD meeting minutes – (Cheryl – typo under Chapters; should be 46893 not 46896. The total is OK. Approved pending this change.
- 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. Per Cheryl – one of them has paid, but we don't know which! Sue will follow up.
  - b. 2008 Conference-
    - **87 days till the conference starts!!!**
    - Jim will send out draft schedule for BOD review/comment.
    - Awards Committee has about 6 nominations so far – Ray is looking into award purchase – [www.recycledproducts.com](http://www.recycledproducts.com) was recommend by Irene and others.
    - Reminder – Board members should book their rooms at the Sheraton asap; there is limited availability on Monday night.
  - c. Training-
    - Next step is to determine registration fees for 2008 conference training and draft descriptions for each class.
    - Full conference rate \$450 late \$500 : Member rate \$395 late \$425
    - Student Rate? How about without food? \$20 proposed rate with student ID.
    - No trainer/speaker discount
    - Vendor Booth/Tabletop rates - TBD – Mike, Cheryl and Irene to talk tomorrow.
    - Also need to lock in trainers and compensation requests.
    - Will need to submit certification approval request to CHMM for 2008 conference. Cheryl is forward last years request to Dave for update and submittal to CHMM.
    - Beyond Hazwoper – the training group is in the final stages of developing the document, but need a professional writer/editor to review the document. The board has OK'd the concept of paying for a professional editor but would like a cost estimate as well as a cost for copyrighting the material.
- IV. Finance – Cheryl Z.
  - a. Dashboard – Cheryl is happy with the quality of the current dashboard from IMI. Only a few minor changes. We currently have \$143,000 in the bank. 91K for National, 52K at Chapter level. The NW chapter currently has a \$24K balance.
- V. Committees Reports
  - a. Training – Dave W. – Editing Assistance on 24HR Training (see above)
  - b. 2008 Conference Update – Jim is on vacation (see above)

- c. Affiliations – Jim (on vacation)
  - d. Awards – Ray (see above)
  - e. Policy – Jennifer (not on call)
  - f. Strategic Planning – Ryan K. – Ryan sent a revised plan – see attached.
- VI. Other Business or Action Items
- a. Email Blast – Burlington Registration, Award & Board Nominations, new Chapter Board Members
  - b. Emeritus Nomination – Michael Bender was nominated by several people. Ray will submit a nomination to Kolin – we'll discuss at next board meeting.
  - c. IMI Update – We will be signing the contract with IMI – it's a three year contract that we will evaluate after the Burlington Conference. Conference registration is included in the new contract. This is a 4-5K benefit to the organization.
  - d. Store module and selling related items on our web-site. Are there titles or items we'd like to carry on through our web-site? How would we administer the process? Where would we warehouse the items? Would there be a process for determining what item we would carry and endorse?
- Probably best if administered by IMI for long term consistency with board member turn-over.
- Q - Do we set-up bookstore at conference?  
Q - Do we set up bookstore at nahmma.org?  
Q - Do we use a third party source?
- Check out [www.govinstpress.com](http://www.govinstpress.com) for a list of titles typical to our industry.
- VII. Next Meeting
- a. August 14, 2008