

# NAHMMA Board of Directors Agenda

September 11, 2008

11:00pm – 1:00 pm CST

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

**Only 32 days until Conference!**

- I. **Roll Call: Kolin Anglin, Cheryl Lofrano-Zaske, Al Gomez, Dave Waddell, Jim Quinn, Ryan Kellogg, Hilary Collins, Kelby Neal, Ray Carveth.**
- II. Approval of 8/14/08 BOD meeting minutes – August meeting was cancelled, no approval needed. July minutes approved unanimously.
- III. Follow up from previous meeting action items
  - a. 2008 Conference-
    - Will need to submit certification approval request to CHMM for 2008 conference. Cheryl is forwarding last years request to Dave for update and submittal to CHMM. **Cheryl will follow up with Bob. We have bios for trainers but not for speakers. We will need the speaker bios for the submittal.**
- IV. Finance – Cheryl Z.
  - a. Dashboard. **Cheryl didn't send out the dashboard, as it needs some changes. She will send it in due course. NAHMMA has approx. \$75,500 in the bank, of which approx. \$59,680 is accumulated chapters balance. Revenue for conference – sponsors have exceeded \$25,000 budget with \$29,000 pledged. Income so far this year is \$74,000 - pretty much on target. Bookstore wasn't in budget. Membership is just slightly under budget but expect conference to deal with this. Taxes submitted on time.**
- V. Committees Reports
  - a. Training – Dave W. **Training at the conference is looking good. He is working on the 24 hour and getting more sign ups, nailing down details on logistics, cut off for canceling is 2 weeks out.**
  - b. 2008 Conference Update – Jim Q. **Attendance is going to be lower as expected for VT, but details are looking good. 91 registrants so far including 10 or 12 speakers or non-revs and 20 sponsors compared to 300 last year. Jim expects 150 to 200 total attendees in Vermont.**
  - c. **Students are offered attendance for free with no food. A push on this was suggested. Only 10 members signed up from NE. Ryan to follow up with Ross. Amy was going to do news release? Kolin will call Amy. Silent auction looking good for items.**
  - d. Communications – **Conference newsletter deadline is Friday.**
  - e. Awards – Ray – **Nominees chosen, press releases being written by communications committee. 18 awards to be presented. \$2,131 spent which is under budget. Awards will be sent to member of local planning committee. Awards are green and blue recycled-glass. Several fun awards, more than in past.**
  - f. Membership – Kelby. **Reported still working on details for membership mixer.**
- VI. Other Business or Action Items

- a. Copyright Agreement and distribution of the training manuals for Beyond HAZWOPER. **Kolin will talk to Dave N about copyright form. Having the Beyond Hazwoper training at the conference still undecided. Motion: Generally books will be sent to IMI for distribution, with books for NAHMMA and SWANA 2008 conferences shipped direct. Kolin will double check with printer that this is possible. Motion approved unanimously.**

Future Conference Locations

- i. Propose rotating NW, Florida, Texas, California, (maybe Midwest) **Board needs to discuss whether to set locations for conference. Stay in larger warmer areas to get best attendance.**
- b. Board Make-up Proposal
  - i. Need Board Discussion to take this to Membership Meeting. Board will consider changes, additions and bring to membership meeting at the conference. **Problem is that chapters are pulling interest from the Board. Have 5 openings and 3 or 4 people running. Ryan likes idea of combining local and national leadership responsibilities. Board members need to consider this before the conference. Al to bring up at chapter meeting before membership meeting at conference. Ray to bring examples of other board makeup.**
- c. Email Blast – **topics will be conference update. 24 hr training, board member nominations**
- d. **Ryan asked about adding a chemical policy session on Friday morning at the conference to get input and endorsement of NAHMMA's policy statement. The Board could ratify it afterwards. Ryan and Joel will work with Jim on this. Jim will send them a revised version.**
- e.

VII. Next Meeting

- a. October 14, 2008 at Burlington, VT