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## New Mexico Chapter – Albuquerque, New Mexico

**Executive Board Committee Meeting Minutes**

## May 4, 2021

## 5:00 PM-6:00 PM

## Location: Teleconference- (605) 313-4100 Access code: 392237

**Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| **President –** Marc Evans | TC | **Quorum Present?** | Yes |
| **President Elect –** Bill White | TC | **Membership-** Jessica Bolduc | TC |
| **Vice President –** Tim Riley | NP | **Foundation-** | NP |
| **Treasurer/Delegate –** Mario Hildago | TC | **Los Alamos Section –** Gary Whitney | NP |
| **Secretary –** Gary Wright | TC | **Pecos Valley Section –** Kathy Louer | NP |
| **Delegate** – Kelsey Forde | NP | **Zia Section –** Juanita Miller | NP |
| **Delegate** – | NP | **Newsletter Editor –** Andrea Heacock-Reyes | NP |

AL = At Location TC = Teleconferenced NP = Not Present

Note: All motions should include exact wording and names of those who move and second.

Meeting called to order at 1704 by Marc Evans.

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| Topic 1 | **Meeting Agenda** | Marc E. |
|  | * Read and Approved |  |
| Topic 2 | **March Meeting Minutes** | Marc E. |
|  | * Read and Approved |  |
| Topic 3 | **Treasurer’s Report** | Mario H. |
|  | * End of March ~$29,000.00 * Still have receipts to go through * Received a financial report from LA Section sent a check   + waiting for Zia Section * Need Financial Report for the Society at end of May * Downy needs to send us a check for $500 for being a sponsor |  |
| Topic 4 | **Technical Meeting** | Marc E. |
|  | * May Technical Meeting Coordination- Do we have any ideas for May Tech Meeting?   + Bill motioned we consider skipping a meeting in May and wait for June, Mario seconded- Motion Passed * Marc and Jessica to meet to get speaker for June Tech meeting |  |
| Topic 5 | **Succession Planning** | Marc E. |
|  | * Next Year's Officers   + Delegates- Marc Evans and Kelsey Forde   + President- Bill White   + President Elect- Tim Riley   + Secretary- OPEN   + Treasurer- OPEN   + Membership- Jessica Bolduc to consider one of the open slots * Potential Future Officers- need one year of being in the ASSP   + Tim Stirrup- Kelsey F. mentioned would be interested in being an Officer   + Marc E. considers approaching     - Leyma De Haro     - Jessica Costanzo   + Mario H. to reach out to a friend   + Bill W. to reach out to Joe Metatuchi, John Garcia, Joe Folk, and Joe Hill to see If interested   + Jessica B. to reach out to Sherry Fanning * We need to provide list of names one month for members to consider * Marc to follow up late next week |  |
| Topic 6 | Spring PDC | Bill W. |
|  | * What went well? - Presentations looked really well; the Sponsors were happy.   + Overall, Bill W. is very pleased; happier than expected   + Jessica B.- The presentations seemed more engaged than she expected especially in the chats * What were challenges? - Bill estimates attendance being 35-40 and more sponsors than expected   + Marc wondered if we should do this again- Is there ZOOM fatigue?   + Mario H., Bill W., and Gary W. prefers in-person meetings over on-line   + NMASSP didn’t have a booth so we couldn’t engage as a chapter as well * Tim R. was asked for the number of signups to date * Post Videos of Presentations on Website? – Marc got verbal permission to post the trainings from many of the speakers   + Marc to send an email to all presenters to ask permission for us to offer their presentations to NMASSP Members.   + We should consider grouping the videos like 3 or 5 videos for a certain price or a lump sum fee for access for all the presentations $100 for full access.   + Members who already paid do not have to pay the $100 to view the videos. * Mario will check into the numbers to see how much exactly NMASSP   + $5000 went to Exhib-it! We had 12 sponsors; we made approximately $700 profit |  |
| Topic 6 | Newsletter | Marc E. |
|  | * Use it to advertise June’s Tech Meeting * Jess to write Recruit new officers article * Bill and Gary to write up thoughts on PDC * Marc to advertise article about Spring PDC for on how to access the videos for a fee and communicate the June Tech meeting and ask Tim to advertise in the SDN and ROC |  |
|  |  |  |
| Topic 7 | Roundtable | Everyone |
|  | * April Treasurer’s report Mario to send out within the week   + NMASSP needs a Treasurer’s audit * Bill brought up we really need a secretary to get the Chapter report done. Marc said we all will pitch in and get it done! * Mario suggested we reach out to the SNL ES&H Coordinator managers for new Officers and to pass along NMASSP information * Marc (and All) thanked Bill for a job well done for the PDC |  |

Meeting adjourned at 1751.

Next Executive Committee Meeting: 05/04/2021@ 1700- Teleconference

Minutes respectfully submitted by Gary A. Wright, Chapter Secretary, June 7, 2021.