##

**New Mexico Chapter – Albuquerque, New Mexico**

**Executive Board Committee Meeting Minutes**

**Tuesday, July 6, 2021**

**5:00 PM-6:00 PM**

**Location: GranCor Office - 2121 Menaul Blvd NE Albuq. NM 87107**

**Zoom Meeting**

**Call In – (301)715-8592**

**Meeting ID: 841 9725 2370**

**Passcode: 859732**

**Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| **President** – Bill White | AL | **Quorum Present?** | Y |
| **President Elect** – Tim Riley | TC | **Membership** | NA |
| **Vice President –** Tim Stirrup | AL | **Foundation** | NA |
| **Treasurer** – Gail Mattson | TC | **Los Alamos Section** | NP |
| **Secretary –** Jessica Bolduc | TC | **Pecos Valley Section** | NP |
| **Delegate** – Marc Evans | TC | **Zia Section** | NP |
| **Delegate** – Kelsey Forde | AL | **Newsletter Editor - Andrea Heacock-Reyes** | TC |

AL = At Location TC = Teleconferenced NP = Not Present

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

Call to order: 17:01

|  |  |  |
| --- | --- | --- |
| Topic 1 | **Meeting Minutes** | **Bill White** |
|  | * Read and approved
 |  |
| Topic 2 | **Technical Meeting** | **Bill White** |
|  | **July** - Copper Grill - Second Thursday of each month – Craig Spooner (Demand Safety)Off-schedule - Stick to 2nd Thursday to improve attendance and keep calendars current.**August & September** - Tim & Tim identify speakers (Janet Curley to be asked)**October** - Kelsey and Tim @ Rio Bravo Brewing**November & December** - TBD**Other Information and Conversation*** Zoom information & early info to members to improve attendance
* Long term plan for teleconference options for meetings (Kelsey)
	+ Motion put forth to purchase microphone & camera - Bill W.
		- Second - Kelsey F.
	+ Kelsey to purchase with NMASSP funds
* Link calendar to LinkedIn account with at least placeholders (date, time, location)
* Santa Fe meetings optional - twice per year? (Gail)
 |  |
| Topic 3 | **By-Laws** | **Kelsey Forde** |
|  | * Kelsey researching current by-laws - no signatures in most current versions.
* Most recent version will be sent to Exec. Committee - out-going officers copied for awareness and incoming officers will review and red-line.
* Andrea will maintain the draft version.
* Strategic Planning meeting for review - August Exec. Board
* Review during a Technical Meeting with membership
 |  |
| Topic 4 | Dues for Officers | **Andrea Heacock-Reyes** |
|  | * Andrea had dues paid for by NMASSP for her term as newspaper editor.
* Motion put forth to pay Andrea’s dues - Bill W.
	+ Second - Kelsey F.
* Further discussion around dues to be paid for NMASSP officers.
 |  |
| Topic 5 | Alliance with State | **Bill White** |
|  | Signed alliance missed due to COVID-19 virtual requirements.* Reach out to check status and options.
 |  |
| **Actions** |  |  |
|  | Credit Union for Treasurer transition* Mario Hidalgo will transition out of the NMASSP Treasurer position and Gail Mattson will transition into the NMASSP Treasurer position (Transfer 7/1/2021)
 | Bill, Gail, Mario |
|  | By-laws – Review | All |
|  | Leadership Training – Complete position specific training before August meeting. | All |

Meeting Adjourned: 17:59

Next Executive Committee Meeting: August 3, 2021

Minutes respectfully submitted by Jessica Bolduc, Chapter Secretary, July 6, 2021.