## 

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

**Executive Board Committee Meeting Minutes**

**Tuesday, September 7, 2021**

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

**Zoom Meeting**

**Call In – (301)715-8592**

**Meeting ID: 857 1550 8311**

**Passcode: 928131**

**Attendance:**

|  |  |  |  |
| --- | --- | --- | --- |
| **President** – Bill White | TC | **Quorum Present?** | Yes |
| **President Elect** – Tim Riley | NP | **Membership** | NA |
| **Vice President –** Tim Stirrup | TC | **Foundation** | NP |
| **Treasurer** – Gail Mattson | TC | **Los Alamos Section** | NP |
| **Secretary –** Jessica Bolduc | TC | **Pecos Valley Section** | NP |
| **Delegate** – Marc Evans | NP | **Zia Section** | NP |
| **Delegate** – Kelsey Forde | TC | **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: 17:04

|  |  |  |
| --- | --- | --- |
| Topic 1 | **Agenda** | **Bill White** |
|  | * Discuss president’s gift $150 amount - Bill moves, Kelsey seconds |  |
| Topic 2 | Meeting Minutes | **Bill White** |
|  | * Read and approved |  |
| Topic 3 | **Treasurer’s Report** | **Gail Mattson** |
|  | * See Page 3 * Read and approved |  |
| Topic 4 | **Section Updates** | **Bill White** |
|  | * Bill and Marc attended Delegate’s meeting - discussion of section participation. Send comments to:   + [Governance Comments](mailto:governance@assp.org) * Technical meeting - September   + Zoom - Zia Section Chair Juanita Miller, PE, CFEI   + September 9, 2021   + Teaching Safety in Research through a Rigorous Experimental Safety Program * Technical meeting - October   + Rio Bravo Brewing Company - Barrel Room   + Kelsey Forde & Tim Stirrup - Parvati Consulting   + October 13, 2021 * Technical Meeting - November   + Copper Canyon   + Sharron Jaramillo - SeedCrest   + November 11, 2021 |  |
| Actions | | |
|  | Tim Stirrup to find President’s gift - $150 | Tim Stirrup |
| Round Table | | |
|  | Science Fair - Coordinate volunteers for safety judging | Bill White |
|  | Tim Stirrup - Does the President have the ability to approve $’s independently?   * Tim Stirrup to propose language for approval by the Exec Board. | Tim Stirrup |
|  | Newsletters update to Publisher  Hard copy newsletters | Andrea Heacock-Reyes |
|  |  |  |

Meeting Adjourned: 17:45

Next Executive Committee Meeting: October 5, 2021

Minutes respectfully submitted by Jessica Bolduc, Chapter Secretary, October 5, 2021.

Treasurer Report – August 30, 2021

|  |  |
| --- | --- |
| **8/31/2021 - update** | |
| (Outstanding Checks) | $0.00 |
| SACU Checking | $12,512.89 |
| SACU Savings | $5,124.92 |
| SACU CD | $13,658.49 |
| **Total** | **$31,296.30** |

August Transactions:

8/12 - $195.00 NMASSP National

8/14 - $195.00 NMASSP National

8/30 + $325.00 Deposit Dues – website hosting – regional assessments See attached July 2021 Chapter Report

On Hold - $204.00 USPS for Post office box