



**New Mexico Chapter – Albuquerque, New Mexico  
Executive Board Committee**

**Meeting Agenda  
Tuesday, November 5, 2024  
5:00 PM-6:00 PM  
Zoom Meeting**

<b>Attendance</b>			
<b>Board Position/Name</b>		<b>Other Attendees</b>	
<b>Past President</b> – Tim Stirrup	X	<b>Los Alamos Section</b>	
<b>President</b> – Kelsey Forde	X	<b>Pecos Valley Section</b>	
<b>President Elect</b> – Jessica Bolduc	X	<b>Zia Section</b>	
<b>Vice President</b> – Selina Santiago	X		
<b>Treasurer</b> – Hannah Duquemin	NP	<b>ASSP Area Director, Russell Duren</b>	X
<b>Secretary</b> – Hannah Duquemin	NP		
<b>Advisor</b> – Tim Riley	X		
<b>Advisor</b> – Tim Stirrup	X		
<b>Editor</b> - Andrea Heacock-Reyes			
<b>Quorum Present (5 board members)?</b>	Yes		

AL = At Location TC = Teleconferenced NP = Not Present

Note: All motions should include exact wording including name of who proposed and name of who second.

<b>Topic #</b>	<b>Agenda Item</b>	<b>Name</b>
<b>1</b>	<b>Previous Meeting Minutes – Review &amp; Approval</b>	<b>All</b>
	Approval of 10/01 Meeting Minutes	
<b>2</b>	<b>Treasurer's Report</b>	<b>Hannah</b>
	Financial Report (as of 11/5/24):  <div style="text-align: right;">             Checking Account - \$3446.26              Savings Account - \$2119.35              48 Month Certificate (matures in 2027) - \$14,885.90           </div> Working through PayPal Claim to recapture \$325 for 2-Day PDC Registration fees. (J. Bolduc 07/08/2024) (no update as of 8/6)  Time Sensitive: <b>Tax Filing Complete</b>  Section Dues / Section Closure <ul style="list-style-type: none"> <li>● Pecos Valley</li> <li>● Zia</li> <li>● Los Alamos</li> </ul>	
	<b>President Report</b>	<b>Kelsey</b>
	<ul style="list-style-type: none"> <li>● Regional Leadership has requested to attend a Q4 Chapter event</li> <li>● Leadership Conference Updates (defer to VP Report)</li> </ul>	
<b>4</b>	<b>President-Elect Report</b>	<b>Jessica</b>

Topic #	Agenda Item	Name
	<ul style="list-style-type: none"> <li>Possible PDC Dates &amp; Planning <ul style="list-style-type: none"> <li>Quote/Proposal Sent out for review in September (deadline passed; no vote)</li> <li>May 12 &amp; 13, 2025</li> <li>Holding 10-rooms in the block (no upfront rate/obligation)</li> <li>Separate quotes for A/V (~\$5k) and F&amp;B (\$25k based on 100 people), but wrapped into total cost projections for PDC</li> <li><b>ACTION:</b> Send out proposal &amp; cost spreadsheets to EC for review.</li> </ul> </li> </ul>	
5	<b>Vice President</b>	Selina
	<ul style="list-style-type: none"> <li>Leadership Conference Updates (Selina &amp; Hannah)</li> <li>Technical Meetings (2<sup>nd</sup> Thursday) <ul style="list-style-type: none"> <li>November – November 14 @ 5pm (377 Brewing) Staff Sergeant David Hickey</li> <li>December 12<sup>th</sup> - Membership Appreciation Event <ul style="list-style-type: none"> <li>Tour &amp; Happy Hour – Rio Bravo / Ex Novo / <b>Canvas Artistry</b> (no-host bar)</li> <li><u>MOTION</u> – Authorize Selina to secure a Membership Appreciation event in the maximum amount of <u>\$500</u> at Canvas Artistry. (motion: Kelsey / second: Tim S. / pass unanimously)</li> <li><u>Storehouse of New Mexico</u> – TBD (Selina/Andrea)</li> </ul> </li> <li><u>January 9, 2025</u> – SNL Manager in Nuclear Deterrence (Happy Hour)</li> </ul> </li> </ul>	
6	<b>Newsletter</b>	Andrea
	<ul style="list-style-type: none"> <li>Need articles!!! <ul style="list-style-type: none"> <li>Leadership Conference Perspectives from Selina &amp; Hannah</li> <li>Storehouse as a Nonprofit from Andrea &amp; Selina</li> <li>Future - Mine Safety and Health Handbook: Approaches From the Field (Kelsey &amp; Tim S.)</li> </ul> </li> </ul>	
7	<b>Advisory Group</b>	Tim R./Tim S.
	<ul style="list-style-type: none"> <li>UNM NM STEM Research Challenge March 19-23, 2025 – T. Riley. Would need Safety Inspectors on 3/19/2025</li> </ul>	
9	<b>Secretary</b>	Hannah
	<p><u>Old Business:</u></p> <ul style="list-style-type: none"> <li>Learning partnership with Columbia University</li> <li>Explore the possibility of hosting a profit share as a fundraiser (maybe in conjunction with a meeting)</li> </ul> <p><u>New Business:</u></p> <p><u>Other:</u></p> <p><u>Next Meetings:</u></p> <ul style="list-style-type: none"> <li>Technical Meeting <ul style="list-style-type: none"> <li>November 14 @ 5pm (377 Brewing)</li> </ul> </li> </ul>	

Topic #	Agenda Item	Name
	<ul style="list-style-type: none"> <li>EC Meeting – December 3, 2024</li> </ul>	
10	<b>Roundtable</b>	All
	<ul style="list-style-type: none"> <li>Thank you to Russ for reaching out to folks on CSU partnerships &amp; individual Chapter experiences</li> <li>With upcoming Technical Meeting, hopeful we can tap into Air Force Safety Center resources &amp; volunteer bandwidth</li> <li>Because we are tight on budget with the upcoming PDC, the more vendors we can secure to help offset the costs, the better we will be.</li> </ul>	

Time Meeting Called to Order: 5:01pm MT

Time Meeting Adjourned: 6:02pm MT