



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

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

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

Topic #	Agenda Item	Name
1	Previous Meeting Minutes – Review & Approval	All
	Approval of 10/01 Meeting Minutes	
2	Treasurer’s Report	Hannah
	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: Tax Filing Complete Section Dues / Section Closure <ul style="list-style-type: none"> ● Pecos Valley ● Zia ● Los Alamos 	
	President Report	Kelsey
	<ul style="list-style-type: none"> ● Regional Leadership has requested to attend a Q4 Chapter event ● Leadership Conference Updates (defer to VP Report) 	
4	President-Elect Report	Jessica

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

Topic #	Agenda Item	Name
	<ul style="list-style-type: none"> • EC Meeting – December 3, 2024 	
10	Roundtable	All
	<ul style="list-style-type: none"> • Thank you to Russ for reaching out to folks on CSU partnerships & individual Chapter experiences • With upcoming Technical Meeting, hopeful we can tap into Air Force Safety Center resources & volunteer bandwidth • 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. 	

Time Meeting Called to Order: 5:01pm MT

Time Meeting Adjourned: 6:02pm MT