



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

**Meeting Agenda
Tuesday, December 3, 2024
5:00 PM-6:00 PM
Zoom Meeting**

Attendance			
Board Position/Name		Other Attendees	
Past President – Tim Stirrup	TC	Los Alamos Section	
President – Kelsey Forde	TC	Pecos Valley Section	
President Elect – Jessica Bolduc	TC	Zia Section	
Vice President – Selina Santiago	TC		
Treasurer – Hannah Duquemin	TC	ASSP Area Director, Russell Duren	TC
Secretary – Hannah Duquemin	TC		
Advisor – Tim Riley	TC		
Advisor – Tim Stirrup	TC		
Editor - Andrea Heacock-Reyes	TC		
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 11/05 Meeting Minutes - <i>approved</i>	
2	Treasurer’s Report	Hannah
	Financial Report (as of 12/03/24): <div style="text-align: right;"> Checking Account - \$3506.26 Savings Account -\$ 2119.53 48 Month Certificate (matures in 2027) - \$14,923.31 </div> Check mailed to Tim Stirrup <ul style="list-style-type: none"> ● receipt in drive ● 110 Coyote Run, Corrales, NM 87048 Working through PayPal Claim to recapture \$325 for 2-Day PDC Registration fees. (J. Bolduc 07/08/2024) <ul style="list-style-type: none"> ● no reply by email or mail; solution is to report as an ethics violation to AIHA ● attendee’s claim is fraudulent ● Jessica to pull together what is already done; Hannah to pursue resolution Section Dues / Section Closure <ul style="list-style-type: none"> ● Pecos Valley 	

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	<ul style="list-style-type: none"> ● Zia <ul style="list-style-type: none"> ○ best contact is likely Juanita ● Los Alamos ● some interest in involvement over email from a few folks <ul style="list-style-type: none"> ○ How do we support them? ○ would need essentially a full EC from each section ○ interested parties will be invited to next EC to discuss next steps ○ Jessica/Hannah/Selina to gather names ○ Hannah to forward invite for next EC to any names 	
	President Report	Kelsey
	<ul style="list-style-type: none"> ● ROC (Vegas) <ul style="list-style-type: none"> ○ might be appropriate for someone new to the leadership cycle to attend ○ Selina could be interested if there is budget ○ PDC is March 4-5 and ROC is following ○ grant is available to apply for PDC attendance (could make it easier to then go to ROC following) ○ Grant Link: <ul style="list-style-type: none"> ▪ https://foundation.assp.org/career-development-grants/ ● Regional Leadership has requested to attend a Q4 Chapter event ● Leadership Conference Updates (defer to VP Report) 	
4	President-Elect Report	Jessica
	<ul style="list-style-type: none"> ● PDC Standing Item <ul style="list-style-type: none"> ○ Expectation is to vote on '26 dates in January EC ● Possible PDC Cancellation <ul style="list-style-type: none"> ○ Budget is not favorable for PDC at the moment ○ How can we guarantee that the PDC happens in '26? ○ Tim to write up a message to our membership ● 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"> ● Technical Meetings (2nd Thursday) <ul style="list-style-type: none"> ○ December 12th - Membership Appreciation Event <ul style="list-style-type: none"> ▪ Tour & Happy Hour – Rio Bravo / Ex Novo / Canvas Artistry (no-host bar) ▪ <u>Storehouse of New Mexico</u> – TBD (Selina/Andrea) ○ <u>January 9, 2025</u> – SNL Manager in Nuclear Deterrence (Happy Hour) 	

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	<ul style="list-style-type: none"> ▪ Patrick Ryan • Reminders <ul style="list-style-type: none"> o Email blast being requested from society and also SNL 	
6	Newsletter	Andrea
	<ul style="list-style-type: none"> • December newsletter <ul style="list-style-type: none"> o Storehouse as a Nonprofit from Andrea & Selina o 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 <p><u>New Business:</u></p> <ul style="list-style-type: none"> • Hannah to get us set up with our allocated Google drive from mothership <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"> o January for next meeting! • EC Meeting <ul style="list-style-type: none"> o January 7, 2025 	
10	Roundtable	All
	<ul style="list-style-type: none"> • 	

Time Meeting Called to Order: 5:01pm MT

Time Meeting Adjourned: 6:10 MT