

## **RECORD OF PROCEEDINGS**

### **MINUTES OF THE BOARD OF DIRECTORS FOR THE ROCKY MOUNTAIN CHAPTER OF THE CERTIFIED HAZARDOUS MATERIALS MANAGERS MEETING HELD AT MALONES, ARVADA, COLORADO ON DECEMBER 17, 2003.**

#### **1. MEETING – CALL TO ORDER:**

The meeting was called to order by Cheryl Sayler, President, at 5:30 p.m.

#### **2. RECOGNITION OF MEMBERS PRESENT:**

Cheryl Sayler, President  
Kurt Streeb, Vice President  
Jim Dawson, Treasurer  
Doug Schlagel, Member  
John Bolders, Member

#### **MEMBERS ABSENT:**

Lynn Tieman, Secretary

#### **3. APPROVAL OF PREVIOUS MEETING MINUTES:**

Doug Schlagel moved that the October 8, 2003 meeting minutes be approved as amended.  
Jim Dawson seconded the motion, and it passed unanimously.

#### **4. TREASURER'S REPORT:**

Doug Schlagel moved that the December 17, 2003 Treasurer's Report be approved as presented. Kurt Streeb seconded the motion, and it passed unanimously.

#### **5. OUTSTANDING ACTIONS FROM NOVEMBER GENERAL MEETING:**

DOT Training. Cheryl Sayler will contact RFETS Traffic personnel and get information out on the DOT Training.

#### **6. JANUARY 2004 GENERAL MEETING:**

A possible date for the next General Meeting was identified as January 14. Cheryl Sayler will pursue the Wynkoop Brewing Company as a potential location. Jim Dawson will pursue a potential EPA Region VIII speaker on SPCC Plans & Risk Management Planning. The Board Meeting will be held one hour prior to the General Meeting.

#### **7. OLD BUSINESS:**

**A. Colorado College under payment of fees due** - Jim Dawson contacted Colorado College and they are still determining what the actual costs of the review course were and will address concerns at a later date.

B. **Cyber Chapter** – Cheryl Saylor will contact the Academy and determine how or if the Cyber Chapter will be detrimental to the RMC-CHMM.

8. **NEW BUSINESS:**

A. **Chapter Development Chair** – Several ideas were discussed on potential chapter growth for the yet to be determined Chair position. Ideas included the following:

CDPHE Seminars – RMC-CHMM to help sponsor  
RMC-CHMM to assist in presentations with CDPHE and EPA seminars  
Review classes at Front Range Community College and Colorado College  
RMC-CHMM to sell DOT book at RFETS DOT training classes.

B. **Tokens for Speakers** -

C. **Academy Store** - have Academy Store items for sale at meetings

D. **ASSE Conference** – where, when, review course. Cheryl Saylor to take the lead.

9. **ADJOURNMENT:**

There being no further business to come before the Board, the Board meeting was adjourned at 6:30 p.m.

Approved this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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Cheryl Saylor  
President

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Lynn Tieman  
Secretary