

RECORD OF PROCEEDINGS

MINUTES OF THE BOARD OF DIRECTORS FOR THE ROCKY MOUNTAIN CHAPTER OF THE CERTIFIED HAZARDOUS MATERIALS MANAGERS MEETING HELD AT EARL'S RESTAURANT, DENVER, COLORADO ON MARCH 16, 2004.

1. MEETING – CALL TO ORDER:

The meeting was called to order by Kurt Streeb, President, at 6:15 p.m.

2. RECOGNITION OF MEMBERS PRESENT:

Kurt Streeb, President
Jim Dawson, Treasurer
Doug Schlagel, Vice President
Neil Hornick, Member
Tom Wood, Member
Steve Riner, Webmaster
Shannon Alvis, Secretary

MEMBERS ABSENT:

Joe Jenkins, Member
Cheryl Saylor, Past President

3. APPROVAL OF PREVIOUS MEETING MINUTES:

Kurt Streeb moved that the February 4, 2004 meeting minutes be approved. Doug Schlagel seconded the motion, and it passed unanimously.

4. TREASURER'S REPORT:

Jim Dawson reported that as of March 16, 2004, there was \$3,033.98 in the RMC-CHMM Wells Fargo checking account. Tom Wood moved that the March 16, 2004 Treasurer's Report be approved as presented. Neil Hornick seconded the motion, and it passed unanimously.

5. OLD BUSINESS:

A. **Bank Account** – Jim Dawson reported that a free checking account for RMC-CHMM is being set up at Compass Bank. Jim Dawson is one signatory on the account and Kurt Streeb, should be the second signatory on the account.

B. **Cyber Chapter** – 2 people in cyber chapter from Colorado (Lynn Tieman and Chris Reimer)

C. **Committee Chairs** – The following committee chairs are open: Education and Training and Professional Development. No suggestions were provided for possible candidates. Put on website and email members to see if there is any interest.

D. **Colorado College** – Fees for review course are still being investigated.

6. **NEW BUSINESS:**

- A. **Webpage** – Steve Riner created a webpage for the RMC – CHMM. Can use www.dot.easy for \$25/year. A suggestion was made to use an icon to determine where visitors to the site come from. This is a free option. Another suggestion was made to add upcoming events not sponsored by us and to add links to other websites that visitors may be interested in.
- B. **Chapter Development** – Although not present, Joe Jenkins prepared an email that included the following information: the RMC – CHMM resume is complete; the entire board will need to help contact former members to see if they will join again; the cyber chapter has two new members (see 5B); send new CHMM members to Joe so they can be contacted about joining the Rocky Mountain Chapter; and begin outreach programs by going out to companies with a lot of environmental professionals to increase membership.
- C. **Secretary** – Shannon Alvis prepared two documents; one is the member attendance sheet and the other is the nonmember attendance sheet. Joe can use this to contact individuals who have attended meetings, but not joined RMC. Members can use this to prove participation in meetings for recertification.
- D. **Membership** – from 36 in 2003 to 20 in 2004. See 6B for ideas on how to increase membership
- E. **Conference Call** – Kurt will have a conference call with the Academy and Chapters in the Region to discuss membership trends, combined dues, and support from the National Academy, etc.
- F. **Newsletter** – The professional development chair will be responsible for preparing the newsletter.
- G. **Set Date for Next Board Meeting** – Suggested the 2nd, 3rd, or 4th weeks of April as options. May try to coincide with the Colorado Safety Association Health and Safety Conference on April 27 and 28. Rich Cartwright may speak. Tom Wood will present a paper if Rich is not available.

7. **ADJOURNMENT:**

There being no further business to come before the Board, the Board meeting was adjourned at 7:21 p.m.

Kurt Streeb
President

Shannon Alvis
Secretary