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| **DATE** | | | **LOCATION** |
| March 15th, 2019 | | | Delafield Brewhaus – Delafield, WI |
| **ATTENDANCE** | | | |
| **Present**: Cory Vickers, Becky Severson, Elier Aguilera, Todd Loushine, Jared Owen, Joel Dickinson | | | |
| **MEETING CALLED TO ORDER** | | | |
| Meeting was called to order at 2:14 p.m. by Corey Vickers | | | |
| **REPORTS** | | | |
| Past Minutes*Joel Dickinson* | Minutes from the 2/22/19 board meeting were not available for review. Becky Severson will be preparing the 2/22/19 meeting minutes and will email the minutes to the board members later. The board will approve the meeting minutes at the April 18th, 2019 board meeting. | | |
| Treasurer’s Report *Jake Boulware* | Jake Boulware reported that the January and February financial reports were prepared. Jake would email the financial reports to the board for review and the board would vote to approve the minutes at a later date via email.  Jake reported that there is an unknown $15.75 Amazon digital charge from account # 7257. The board was not aware of the charge. Jake will check with Bruce Morton on this unknown charge. | | |
| **COMMITTEE REPORTS** | | | |
| Communications: Newsletter *Elier Aguilera* | | The board likes the idea of have hard copies of the newsletter available at technical meetings for distribution. Elier indicated that his goal is to have the newsletter completed by April 1st. Suggested newsletter topics include a recap of Safety Day at Alverno College, information regarding the upcoming golf outing, information regarding next technical meeting, PDC fall safety conference at Potawatomi Bingo and Casino, and SSO update. | |
| Website *Rebecca Severson/Todd Loushine* | | Becky Severson reported that the website is current. Becky has posted information regarding the upcoming April 18th technical meeting and Professional Development Conference (PDC) on the ASSP website. Joel Dickinson reported that the ASSP Twitter account is up and running. | |
| **Social Media**  Lizzy Polheber | | Joel Dickinson reported that we have 21 Twitter followers (up from 8 the previous month). Joel Dickinson indicated that many followers are not members of the ASSP WI chapter (vendor reps).  Lizzy Polheber reported to the board prior to the March 2019 board meeting that 337 people on Facebook viewed the LIVE Facebook video stream from the February 2, 2019 technical meeting presentation. | |
| **Community Affairs**  *Jared Owen* | | No update. | |
| Professional Development/CSP *Tony Prospero* | | Becky Severson reported that new training CDs have arrived. Becky is currently reviewing the disks as she prepares for the ASP exam. | |
| Job Line*Dave Culp* | | Corey Vickers reported that the last posting on the ASSP website Job Line occurred on February 20th, 2019. The board had discussions about whether the Job Line is regularly utilized by members as other job posting options are available such as LinkedIn, Indeed, Monster, etc. | |
| Government Affairs*Brian Well* | | No update. | |
| **Bylaws** *Jared Owen* | | No update. | |
| Membership*Russ Fote* | | Corey Vickers reported that we have 368 members as of 3/7/19. The board welcomes new member Bruce Lane from Firstgroup America. | |
| Student Section/Scholarship*Peter Mark/Todd Loushine* | | Todd Loushine made a motion to extend the UW-Whitewater scholarship deadline from April 8th, 2019 to April 15th, 2019. Elier Aguilera seconded the motion. The board votes to pass the motion. Todd Loushine plans to promote the scholarship among the UW-Whitewater students. | |
| House of Delegates*Todd Loushine/Corey Vickers* | | Elier Aguilera will be Corey’s proxy at Safety 2019 in New Orleans June 9th and 12th , 2019. Corey Vickers does not plan on attending conference as previously discussed. | |
| COMT/Long Range Planning*Corey Vickers* | | Corey Vickers reported that May 31st , 2019 is the annual financial report deadline and the chapter leadership report deadline. Becky Severson and Past President Brian Oberle will audit the financial report. Jake Boulaware will send the financial report to both Brian and Becky by April 1st, 2019. Todd Loushine has volunteered to be the alternate auditor to Brian Oberle and Jared Owen volunteered to be the alternate auditor to Becky Severson. | |
| Chapter WISE*Becky Severson* | | No Update | |
| Recreation Committee *Bruce Morton / Elier Aguilera* | | Elier Aguilera reported that Athletico Physical Therapy wants to sponsor the ASSP Brewers game outing this spring/summer. Bruce Morton and Elier Aguilera will be meeting with Athletico Physical Therapy in the next 2 weeks to discuss details. Additional details regarding the recreation event will be shared at the April 18th, 2019 board meeting. | |
| Elections and Nominations Committee *Todd Loushine* | | Corey reported that there are two candidates for sure who are interested in the secretary position. They are Lizzy Polheber and Matt Schmitt. Corey Vickers reported that there may be a third candidate that Bruce Morton knows. Corey is going to follow up with Bruce and get final confirmation. | |
| Region V Conf. Call | | No Update. | |
| Key Dates Review | | No Update. | |
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| **CHAPTER MEETINGS & PROGRAMS** | | | |
| **Technical Meeting Schedule**  *Board & Guests* | | April 18th – Fleet/Cell Control at Grunau Company – 10:00 a.m. – 11:00 a.m. is the ASSP Wisconsin board meeting. 11:30 a.m. to 1:30 a.m. is the technical meeting. Jared reported that the original plan was to use Facebook to broadcast and stream the presentation live. Jake stated that he has broadcast quality concerns using Facebook. Jake instead plans to partner with Grunau’s marketing director to record the presentation using high quality video recording equipment. Jake will then review the recording for quality before distributing it on Facebook, the ASSP website, Twitter, etc. Todd Loushine offered to provide his video recording equipment if necessary. Jared reported that lunch for the technical meeting will be brought in from Mama Angie’s.  April 25-26, 2019 – Spring ROC – Davenport, IA – Corey Vickers is planning on attending. Elier Aguilera reported that he is not planning on attending this event as originally planned. No other board members stated that they plan on attending.  May 23rd – St. John’s on the Lake construction tour. Bruce Morton and Lizzy Polheber to create flyer. More information will be shared at the 4/18/2019 technical meeting.  June 9th – 12th, 2019 – Safety 2019 – New Orleans, LA –Elier Aguilera and Todd Loushine are planning on attending.  June 25th – 23rd Annual Golf Outing at Hawk’s View – Flyers have been emailed, posted on FB and LinkedIn. Becky reported that registration is live the ASSP website. Corey reported that 24 individuals have registered for the 2019 golf outing and that $3,500 in sponsorships have been accepted to date. Corey Vickers reported that there are currently 2 platinum sponsors committed and currently working on a third platinum sponsor. | |
| **OLD BUSINESS** | | | |
| **Officer Training** | Corey Vickers reported that he previously sent out email reminders to all acting board members to complete officer training. Corey stated that all board members had completed required training and were current as of 3/15/2019. | | |
| **PDC Planning Meeting** | First annual risk, health and safety conference will be held at Potawatomi Bingo and Casino on September 30th and October 1st, 2019. Flyer has been developed. | | |
| **Board Member Elections** | Corey again reported that there are two candidates for sure who are interested in the secretary position. They are Lizzy Polheber and Matt Schmitt. Corey Vickers reported that there may be a third candidate that Bruce Morton knows. Corey is going to follow up with Bruce and get final confirmation on the third candidate. | | |

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| **New Business** | |
| **Webinar** | Jared plans to film presentation on April 18th, 2019 technical meeting and post to ASSP website. |
| **Chapter Recognition** | Todd Loushine plans develop a 2-minute video and photos for Chapter Recognition presentation at Safety 2019 Luncheon in New Orleans in June of 2019. |
| **Officer transition and Election** | No additional comments. See comments above under Board Member Elections in Old Business. |
| **NEXT BOARD MEETING** | |
| April 18th, 2019  Board Meeting: 10:00 a.m. – 11:00 a.m.  Grunau Company  1100 West Anderson Road  Oak Creek, WI | |
| **MEETING ADJOURNED** | |
| Motion to adjourn the meeting was made at 2:22 p.m.by Elier Aguilera. Seconded by Becky Severson. | |