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| **DATE** | **LOCATION** |
| January 8th, 2020 | Thunder Bay Grille |
| **ATTENDANCE** |
| **Present**: Rebecca Severson, Bruce Morton, Elier Aguilera, Elizabeth Polheber, Josh Retzleff, Todd Loushine, Joel Dickinson, Craig E, and Russ |
| **MEETING CALLED TO ORDER** |
|  Meeting was called to order at 10:08am by Elier Aguilera |
| **REPORTS** |
| Past Minutes*Elizabeth Polheber*  | Joel motions to accept December meeting minutes; seconded by Elier. Motion passes |
| Treasurer’s Report*Joel Dickinson* |  Elier motions to accept October, September, and November treasurer’s report; seconded by Elizabeth. Motion passes |
| **COMMITTEE REPORTS** |
| Communications: Newsletter*Craig*  | Second Newsletter to be sent out to members by next week. (1/15/2020) |
| Website*Rebecca Severson/Todd Loushine* | Elizabeth to send out ASSP Email information so everyone can share pictures. Becky to add them to the scrolling banner.  |
| **Social Media**Lizzy Polheber | Joel locked out of Twitter. |
| **Community Affairs***Jared Owen* | NAMI is the charity we will be sponsoring at the Golf outing  |
| Professional Development/CSP*Tony Prospero* | Elier Motions to purchase two ASP and two CSP flash drives; seconded by Elizabeth. Motion passes  |
| Job Line*Dave Culp* | Up to date, 0 jobs posted. |
| Government Affairs*Brian Well* | Any information will be filtered through Board and sent out via mass email.  |
| **Bylaws***Jared Owen* | No Update  |
| Membership*Russ Fote* |  As of today, there are 3 new members and 1 transfer. Dan Baker, Kristin Clements, Mary Gross and Carrie Heller (transfer). Current membership is 362, which includes both active and grace status. Chapter SPY will be worked on in February. |
| Student Section/Scholarship*Peter Mark/Todd Loushine* | Reach out to SSO. Scholarship form to be submitted by April13th and voted on in May, present check in June at the Golf outing. Todd L to make form and distribute to students.  |
| House of Delegates*Todd Loushine/Corey Vickers* | 6/23-6/25 2020 Orlando. Delegates are planning on attending.  |
| COMT/Long Range Planning*Elier Aguilera* | COMT meeting 2/21/2020 at Delafield Brewhaus |
| Chapter WISE*Rebecca Severson* | The WISE Food Drive will take place at the March/April meetings.  |
| Recreation Committee*Bruce Morton / Elier Aguilera* | No updates  |
| Elections and Nominations Committee*Todd Loushine* | 3 possible candidates for incoming secretary include: Josh Retzlaff, Clint Kirkman, and Matt Schmit. Provide Becky Bio by January 29th  |
| Region V Conf. Call | No update.  |
| Key Dates Review | Feb. 1 Deadline for nominations for Region SPY Award (Chapter SPY should have already been chosen) Mar. 1 Chapter Dues Report Form due– only if chapter will be making a change in dues. Apr. 1 Deadline for submitting petitions for Outstanding Student Section Award April Spring ROC. Host: Nicolet Chapter, Green Bay Wisconsin dates TBD May 31 Previous fiscal year’s annual financial reports (2019) and financial checklist uploaded to COMT. May 31 Annual Leadership Form uploaded to COMT June 22-25 Safety 2020 in Orlando, FL (HOD meeting day prior: Corey Vickers and Elier Aguilera are the current Delegates)June 30 Chapter Operations Management Tool (for the 2019-2020 Year) is due by the Chapter President |
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| **CHAPTER MEETINGS & PROGRAMS** |
| **Technical Meeting Schedule***Board & Guests* | COMT meeting 2/21/2020 |
| **OLD BUSINESS** |
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| **Gift**  | President’s gift given out. |

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| **New Business** |
|  **ROC** | Spring in Green Bay (2 people to attend)  |
|  **SPY**  | Elier to create a committee  |
|  **PDC** | September 24th & 25th  |
| **Golf Outing**  | June 9th - Lunch Sponsorship- $1k. 2x $500 sponsors |
| **NEXT BOARD MEETING** |
| COMT meeting 2/21/2020 |
| **MEETING ADJOURNED** |
| Motion to adjourn was made at 11:08am by Elier and seconded by Elizabeth .  |