



Board Meeting Minutes

ASSE - Wisconsin Chapter

DATE	LOCATION
January 15, 2015	Wixon 1390 E. Bolivar Avenue St. Francis, WI 53235

ATTENDANCE
Present: Jared Owen, Becky Severson, Bruce Morton, Brian Oberle, Ryan Ogrizovich, Ken Kempke, Todd Loushine, Dave Culp and Eric Putnam.

MEETING CALLED TO ORDER
Meeting was called to order at 10:09 AM by Jared Owen.

REPORTS	
Past Minutes <i>Board members</i>	The November 2014 Board and Board Conference Call meeting minutes were unanimously accepted. Motion to accept minutes by Bruce Morton, seconded by Becky Severson.
Treasurer's Report <i>Todd Loushine</i>	<u>M&I Account Balances:</u> End of November balance was \$9,492.62 . Motion to accept financial reports by Becky Severson and seconded by Bruce Morton. (Attachment #1).

OLD BUSINESS	
Leadership Conference <i>Brian Oberle</i>	Brian attended the Leadership Conference in October. John Spence was the keynote speaker and Brian would like to look into him for a future speaker. Overall, the conference was a great success.
Fall ROC Review <i>Jared Owen and Brian Oberle</i>	Jared proposed some goals for increasing membership and member participation (for example: a 10% increase in both categories). Brian added that through more contact and interaction with our members, we'd like to have a group of volunteers for our April new board member election.
COMT Form <i>Jared Owen</i>	Jared reported that at the Fall ROC meeting, the RVP reviewed the COMT form which indicated a need for emphasis on membership and leadership. By reaching out and recognizing new members, and also by recognizing the members that continue to support us through attendance. We need to focus on this effort if we hope to go "platinum" next year.
Chapter Mentorship Proposal <i>Todd Loushine</i>	Todd created a mentorship proposal and it was distributed in September's newsletter. Nothing new to report at this time.

COMMITTEE REPORTS	
Communications: Newsletter <i>Brian Oberle</i>	Newsletter was distributed by Brian Oberle. Brian will be attempting to have the newsletter sent out by the 1 st of the month, each month.
Website <i>Becky Severson</i>	Becky added the OSHA regulation change to the website, otherwise the website is up to date.
Community Affairs/WAFS <i>Jared Owen</i>	Nothing to report at this time.
Professional Development/CSP <i>Bruce Morton</i>	Nothing to report at this time. Disks are with Paul Hahn at WE Energies. Russ and Tony will be meeting about CSP development and OSHA update classes.
Job Line <i>David Culp</i>	Dave will look into updating the job line to ensure it is, in fact, up to date.



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Government Affairs <i>Ken Kempke</i>	Nothing to report at this time.
Bylaws <i>Jared Owen</i>	Bylaws will be reviewed in February. The changes will be voted on in the summer.
Membership <i>Russ Fote</i>	284 members as of January 14, 2014 . No new members since December 9 th , 2014. Bruce is sending out new member letters.
Student Section/Scholarship <i>Todd Loushine</i>	Scholarship will be sent next week by Todd. The scholarship due date will be April 1, 2015.
House of Delegates <i>Jared Owen</i>	Nothing to report at this time. The next HOD is at the 2015 PDC in Dallas, TX (June 7 th).
Foundation Activities <i>James Jones/Todd Loushine</i>	Nothing to report at this time.
STARS <i>Brian Oberle and Jared Owen</i>	In August 2014, Brian submitted the final STARS report and Chapter of the Year petition. Last year we were recognized as a "Gold Chapter". This year, we exceeded our goals for points and hope to achieve "Platinum" status.
Social Event Planning <i>Bruce Morton</i>	We are all set for the event. We need people to sign up and go to the event. We can adjust the food order as needed. Looking to lower the count from 50 to 30. We can always add later. Ryan to send chapter email and LinkedIn reminder within the next week.
Chapter WISE <i>Becky Severson</i>	Becky's next call is today at 1 p.m. and will bring further information to share at our next meeting.
CHAPTER MEETINGS & PROGRAMS	
Technical Meeting Schedule <i>Board & Guests</i>	All the technical meetings for this year (September 2014 – June 2015) are set. See the updated calendar of events on the website, and available in monthly newsletters. <i>(See attachment #2).</i>
2015 OSHA Seminar <i>Bruce Morton</i>	Speakers and topics have been chosen. Emails will be sent to the speakers soon.



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NEW BUSINESS	
Spring ROC Planning, April 16-17, 2015 in Milwaukee <i>Becky Severson and Board</i>	<p>Becky has contract for meeting space, needs Diana to sign off on it. Ale House and Water Street Brewery are our options for dinner. Currently, looking into transportation options.</p> <p>Hotel is all set and The Brewhouse Inn has been chosen as well as the UW-M School of Public Health for our meeting space.</p> <p>Bruce has heard back from MillerCoors for a tour. Waiting for final count.</p> <p>Brian suggested that the group look into donor options to support smaller items such as shuttles, food, etc. Donors can be companies, vendors, etc.</p>
Golf Outing <i>Bruce Morton</i>	<p>Will be held at the Broadlands Golf Club on June 22nd, 2014. Planning meeting is in the works. Looking to brainstorm ideas to get sponsors involved.</p>
Social Media <i>Jared Owen</i>	<p>Looking for a volunteer to take this new chair position within the board. Nothing to report at this time.</p>
Meeting Questionnaires <i>Jared Owen</i>	<p>Questionnaire/Comment forms should be handed out at each meeting by the meeting organizer/lead.</p>
Emerging Professionals Group <i>Ryan Ogrizovich</i>	<p>Will keep this on the table until the 2015-2016 planning year.</p>
ASSE Display Booth <i>Bruce Morton</i>	<p>Found someone who will make the booth for \$308. Will be ordered soon.</p>
Dues Increases/Financial Planning <i>Todd Loushine</i>	<p>Will not be raising dues at this time. Todd ran historical analysis and we are back to 2012 balances which is about \$1,000 less than at the present. <i>(See attachment #3)</i>. Todd will continue to review and find where our biggest expenses are and we can respond from there.</p> <p>Jared spoke to Diana about other chapters in the region and what they are doing for dues and payments from members.</p> <p>Look to build a "Pro Shop" for members to purchase shirts. Also, have "value ads" so members know what they can get out of ASSE.</p>
Roundtable Videos from November <i>Todd Loushine</i>	<p>Will be posted to the UWW website within the week. Looking to share this video with members as well.</p>
Student Section Thingy <i>Todd Loushine</i>	<p>Todd will discuss next meeting.</p>
Members Survey <i>Todd Loushine</i>	<p>Todd will put something together and get it ready for next month.</p>
NEXT BOARD MEETING	
Next board meeting is scheduled for February 18 th , 2015 at 10 AM	
MEETING ADJOURNED	
Motion to adjourn was made by Jared Owen, seconded by Bruce Morton at 11 AM.	

Wisconsin Chapter of ASSE - Monthly Financial Report for December 2014

December YEAR: 2014 Previous month Checking Balance **8,607.30**

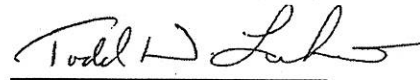
Account #	Check #	Date	Description of Transaction	Payment/Income	Payment/Debit	Deposit/Credit	Balance
813		10-Dec-14	Deposit for Hilton in Milwaukee - April 2015 ROC	Payment	\$250.00		\$ 8,357.30
800		18-Dec-14	Tech Mtg Lunch at Thunderbay Grille	Payment	\$385.52		\$ 7,971.78
801		17-Dec-14	Gift card for Tech mtg speaker	Payment	\$50.00		\$ 7,921.78
							\$ 7,921.78
							\$ 7,921.78
							\$ 7,921.78
610		12-Jan-14	Non-member fees for Nov Tech mtg	Income		\$50.00	\$ 7,971.78
600		1-Dec-14	ACH - Nov ASSE Membership Dues	Income		\$423.00	\$ 8,394.78
610		15-Dec-14	Paypal transfer (safety day attendee)	Income		\$830.34	\$ 9,225.12
600		18-Dec-14	ACH - Dec ASSE Membership Dues	Income		\$267.50	\$ 9,492.62
							\$ 9,492.62
							\$ 9,492.62
							\$ 9,492.62
SubTotal					\$685.52	\$1,570.84	
						End Checking Balance	\$9,492.62

Checking Balance End - November **\$8,607.30**

Checking Balance End - December **\$9,492.62**

Verified against Bank Statement on: 1/14/2015

By (signature of officer):



Prepared by: **Todd Loushine, ASSE Wisconsin Chapter 2014-2015 Treasurer**

2014-2015 ASSE of Wisconsin Technical Meeting Planner

Month	Date	Topic	Speaker	Meeting Coordinator	Location	Attendance
Sep-14	9/16/2014	Wind Energy	Chris Nolan/Kent Pederson	Ryan Ogrizovich	Avanti - New Berlin WI	
Oct-14	10/9/2014	Compliance Seminar	Various	Russ Fote	Alverno College 3400 S. 43rd St. Milwaukee, WI	
Nov-14	11/20/2014	Round Tables 2:00PM, Board Meeting 4:00 - 5:00PM, Campus Tour 4:45PM, Dinner & Student Speakers focused on their research 5:30 - 7:30PM - BCSP Update	Various Students/Eddie Greer (BCSP)	Todd Loushine	UWW, Whitewater, WI	
Dec-14	12/17/2014	Industrial Hygeine - New/Changing IH Issues and Standards	Brian Harms TRC Solutions	Todd Loushine	Thunder Bay Grill N14 W24130 Tower Place Pewaukee, WI	
Jan-15	1/15/2015	Food Industry Safety	Eric Putnam	Jared Owen	Wixon	
Feb-15	2/18/2015	Joint Meeting with Waukesha Area Safety Council - "Workplace Attitudes"	Jerry Walsh Green Bay Packers	Ryan Ogrizovich/Jim Jones	Thunder Bay Grill N14 W24130 Tower Place Pewaukee, WI	
Mar-15	3/12/2015	OSHA Update	Various	Russ Fote	Alverno College 3400 S. 43rd St. Milwaukee, WI	
Apr-15	4/15/2015	Prevention Through Design	Mel Langlais	Bruce Morton	Mortenson - Brookfield Office	
May-15	5/20/2015	ZOO Interchange Tour	Steve Lafkas/Bob Wazniak	Rebecca Severson	Zoo Interchange	
Jun-15	6/22/2015	Planning Meeting and Golf Outing	N/A	Bruce Morton/Julie O'Connor	Broadlands Golf Course North Prairie, WI	

Misc Notes:

1. 2014 Fall ROC - Des Moines, IL - September 11th & 12th	5. 2015 Racine Safety Day (March 11th)
2. 2014 Leadership Conference - Lombard, IL - Oct. 9th - 11th	6. 2015 HOD June 7-10 Dallas
3. 2015 Spring ROC - April 16th & 17th	7. 2015 OSHA Safety Day - WCTC - Pewaukee - (August 3rd and 4th)
4. UWW Homecoming - October 25th, 2014	8. 2015 WSC Safety Council - April 20th - 22nd

** The Board meeting will be held before the Technical Meeting unless otherwise noted.

	2010	2011	2012	2013	2014	2015
January		\$7,338.09	\$9,566.89	\$12,357.52	\$11,727.58	
February		\$11,918.76	\$9,566.89	\$12,357.52	\$10,817.99	
March		\$8,885.39	\$9,566.89	\$10,904.96	\$11,102.38	
April	\$7,979.02	\$9,267.58	\$9,752.21	\$11,938.62	\$10,442.75	
May	\$6,500.90	\$11,124.48	\$11,704.81	\$11,503.22	\$9,865.08	
June	\$5,920.16	\$10,646.40	\$13,236.41	\$14,321.97	\$17,150.44	
July	\$8,352.99	\$10,813.90	\$12,232.52	\$13,368.14	\$10,335.67	
August	\$7,879.16	\$11,114.91	\$12,357.52	\$13,118.01	\$14,672.48	
September	\$7,035.16	\$10,575.81	\$12,357.52	\$12,396.01	\$10,030.71	
October	\$7,726.37	\$10,370.63	\$12,357.52	\$12,198.44	\$10,238.71	
November	\$6,701.74	\$10,265.88	\$12,357.52	\$11,824.57	\$8,607.30	
December	\$7,402.41	\$9,383.89	\$12,357.52	\$11,431.55	\$9,492.62	
Running Avg	\$7,277.55	\$10,142.14	\$11,451.19	\$12,310.04	\$11,206.98	

