



American Society of Safety Engineers CT Valley Chapter

Executive Committee Meeting Minutes

Date: 6/27/2016

Time meeting called to order: 5:30 Adjourned: 8:30

Location: Dakota Steak House, Rocky Hill CT

Attendees:

- Allison Bresloff – President*
- Maryanne Steele – President Elect*
- Dan Pivin – Vice President*
- Rosemary Coggeshall – Treasurer*
- Michael Stanczyk – Secretary*
- Nathan Fague – Past President*
- Joe Bongiovanni – Construction Practice Specialty
- Nathan Fague – Communications Chair, Jobs Chair
- John Able, CSP – Nominations, Newsletter Editor
- Dave Butterfield – Awards & Honors Chair
- Walt Tucker – Government Affairs Chair
- Tim Healy – Chapter Student Affairs Chair
- Ralph Willing – Scholarship Chair
- Maryanne Steele – Western Massachusetts Chair
- Jack Braddock – Foundation Liaison
- Sylvia Malinsky – Chapter Membership Chair
- Marc Nettleton - Delegate*
- Nathan Fague - Delegate*
- Tom Benedict
-

Quorum present: Yes / No (a majority of the * need to be in attendance to make it a quorum) **YES**



Approval of the previous minutes: Approved

Treasurer's Report: Executive Committee meeting minutes must reflect submittal and approval of the monthly financial report. Approved / Not Approved

APPROVED

Old/New Business Items

- The Board was introduced to incoming Treasurer Rosemary Coggeshall. Outgoing Treasurer, Tom Benedict turned over the last 7 years of Treasurer related paperwork, mailbox keys and Chapter banners.
- Tom B. filled out the Society Financial Checklist/Audit. One of the items that came out of it was the possible need to formalize a budget for the Chapter year. It was also identified that we need to get Rosemary set up in the PayPal account.
- Tom B. mentioned that Eric Stager was to send out check reimbursement for the Leadership Conference (\$750). We have not seen that yet.
- Chip Darius sent an email that he will be working in Egypt and will be asking the Egypt chapter for assistance. The question was brought up about giving them a gift as a token of friendship. Several items were suggested, but it was thought that a gift from Woodbury Pewter would be best. \$75 was approved for a budget.
- If you have any pictures from meetings, outings or other photos that may serve as a banner photo on the Chapter Homepage, please forward them to Mike Stanczyk (mikes@mcpheeusa.com)
- The following Board Members are please asked to submit a "headshot" for the Chapter Officer page of our website: Dan Pivin, Rosemary Coggeshall, Sylvia Malinski, John Able, Walt Tucker, Joe Bongiovanni, David Butterfield and Jack Braddock. It makes the Chapter more professional looking if we can have pictures posted of the Board members. Please forward them to Mike Stanczyk.
- A lengthy discussion was had concerning the funds that the Society is holding from the treasury of the former Nutmeg chapter. Some of the potential uses discussed were to sponsor new members, promote Area/Regional membership networking, donations to the ASSE Foundation, professional development, ASP/CSP/OHST/CHST Study material, OSHA Summer Summit. Allison B. had



put together a tentative plan to use. Ralph W. had also put together a Grant Request Form. Allison will be refining the form/plan and will present it for approval.

-A list of potential meeting locations and tours was reviewed and included: On Track Karting – in September. Marc N. was to contact the facility for scheduling with Tim Healey to make a presentation. October – possible ESPN tour, need to check with Dan Pivin or possible live fire demonstration/fire prevention topic.

December – Mystic Aquarium visit. January – Colt Firearms tour. February –

Potential Factory Mutual tour (eastern Mass). March – Past Presidents meeting.

April – Six Flags Tour. May - ?????? looking for suggestions. June – PDC.

- Allison handed out printed copies of the new design of the Chapter website.



Exact wording of all motions including names:

- 1) Motion to approve the disbursement of \$75 max for a gift to the Egypt chapter of the ASSE.

Results and number of votes

- 1) Motion was passed – all in favor

Motions tabled or postponed

None

Date/Time and Location of the next meeting: TBD

Michael Stanczyc
Secretary
CT Valley Chapter
ASSE