Executive Committee Meeting

ASSP Penn-Jersey Chapter

Apr 16, 2019

Villa Mannino’s, Bordentown, NJ – 4:00pm

**AGENDA**

Present: C. Baldwin, H. Spencer, K. States, D. Guirgess, D. DiGironimo, A. Layton

1. Officers Reports
	1. President (C. Baldwin)
		1. Philly Chapter joint meeting – May 21st
			1. 3 speaker proposals sent (selected Workplace Violence). Verified availability – Lev Pobirsky.
			2. Location – Ponzio’s , 5:30 pm registration, 6 pm start. Requires $100 deposit. No executive committee meeting. Cindy will not be present.
	2. Vice president (H. Spencer) – Haven’t heard an update about BBB tour. Still planned for mid-May.
	3. Treasurer (D. Guirguess)
		1. Financial Report ending 3/31/18 – Dave provided.
		2. Pay Pal Account
		3. Sign in & Receipt membership meeting – Cindy will provide Dave the sign in sheet from the March meeting.
	4. Secretary (K. States) review of Mar 2019 minutes. Correct Ariel Semmel name (from Semmelweis). Adopted as corrected.
	5. Delegate (D. DiGironimo) - Danielle will attend Safety 2019 annual meeting as delegate, supported by the chapter. Motion to send $200 for delegate to donate to the ASSP Foundation. Approved.
	6. Government Affairs - Recommendation to appoint Dave Marciniak as Government Affairs Representative. Approved.
2. Committees/Support
	1. PDC – (S. Davis) – Tabled until 2019-2020
	2. Newsletter – Howard volunteered for newsletter chairperson. Cindy will do a newsletter for April. Topics will include: bridge tour, joint meeting w. Philly, Danielle will send app of the month
	3. Membership – (H. Spencer/ Josh Gehrens) – Will need to compare email address list (from HigherLogic) to dues received/membership roster.
	4. Technology Lead – (D. DiGironimo) – Need to update website
	5. Social Media – (A. Layton) – Need a picture of executive committee – will get this summer.
	6. Nominations & Elections Committee (M. McGowan)
		1. Officer slate is set – nominations are closed.
		2. Election date/e-vote - Recommendation to send out May 1 with voting open for 2 months.
3. 2018/2019 Planning
	1. Key Chapter Dates (March-June) - Will need year-end financial sheet.
	2. Topics and Speakers
		1. Apr – Trenching, soil classification & cave-ins, H. Spencer
		2. May – Tour Burlington Bristol Bridge
		3. May 21st – Joint mtg w/Philly chapter, Workplace Violence
	3. NJSISC meeting Mar 21st, Trenton DoL (H. Spencer attended) – State is going to move forward with a Governor’s Award program. Dhruti is the chairperson. Cindy distributed the Governor’s Award criteria. No word of a dinner. No chapter involvement.
4. Old Business
	1. Financial Audit - Report 2016-2018 submitted with no findings
	2. Power banks (D. DiGironimo testing results) – 2+ full charges on one charge. Possible welcome gift for new members/speaker gifts. Will also work on new ideas for speaker gifts over the summer.
	3. ROC Meeting - Philadelphia, April 17th US Cold Storage, Camden NJ – Cindy & Shaundree will attend.
5. New Business:
	1. $200 donation to the Foundation
	2. June 25 – Executive Committee Meeting, 6 pm, Tentatively Mastori’s

Meeting adjourned