Executive Committee Meeting

ASSP Penn-Jersey Chapter

February 19, 2019

Villa Mannino, Bordentown, NJ – 4:00pm

**MEETING MINUTES**

**Present:** C. Baldwin, D. Guirguess, D. DiGironimo, A. Layton, H. Spencer

1. Officers Reports
	1. President (C. Baldwin)
		1. Confirmed joint meeting with Philadelphia Chapter, May 21st . Penn-NJ is in charge of selecting venue. Philadelphia chapter will provide speaker.
	2. Vice president (H. Spencer) - Still working on logistics for BBB tour.
	3. Treasurer (D. Guirguess)
		1. Financial Report ending 1/31/2019.
		2. Pay Pal Account – A motion was made and approved to use Square to accept credit cards.
	4. Secretary (D. Guirguess for K. States) review of January 2019 minutes - Approved as written
	5. Delegate (D. DiGironimo) - No update
	6. Government Affairs (P. Stevenson) – No update
2. Committees/Support
	1. PDC – (S. Davis) – No update
	2. Newsletter – (D. Thaker) – March is Ladder safety month
	3. Membership – (H. Spencer/ Josh Gehrens). No updates. Executive members should confirm they can access membership rosters.
	4. Technology Lead – (D. DiGironimo) - No update
	5. Social Media – (A. Layton) - Posted meeting announcement & pictures from last meeting.
	6. Nominations & Elections Committee (M. McGowan) – Discussed upcoming elections. Slate will be sent to M. McGowan for publishing.
3. 2018/2019 Planning
	1. Key Chapter Dates (Feb- May) - Cindy reviewed.
	2. Topics and Speakers
		1. Mar – Fall Protection, Nigel Ellis
		2. Apr - Trenching & excavation hands-on, Howard Spencer
		3. May – Tour Burlington Bristol Bridge & Philly Joint Meeting
	3. NJSISC meeting Mar 21st, Trenton DoL
4. Old Business
	1. Financial Audit report submission (Danielle & Shaundree) – Report is in review with S. Davis and M. McGowan.
	2. Encourage participation at the ROC Meeting that will occur in the Philadelphia area on April 17th for the meeting and 18th for the Philadelphia chapter PDC.

1. New Business
	1. A motion was made and approved to send Shaundree Davis an edible arrangements.