**Executive Committee Meeting Minutes**

DATE: July 19, 2024  
Location: Conference call

Time: 12:00 PM

**GTC Executive Committee Member Attendance:**

|  |  |  |
| --- | --- | --- |
| **Elected Officers** | **Office** | **Present?** |
| Stephanie Neary | President | X |
| Meghan McCall | President-Elect | X |
| Joe Henricks | Secretary | X |
| Ivan Shelton | Treasurer | X |
| Ali Lepock | Advisory Board |  |
| **Executive Committee Members** | **Office** |  |
| Mike Suminski | Government Affairs Chair (combined with Practices/Standards) | X |
| Nick Miller | Website Chair | X |
| Austin Temple | Membership and Public Relations Chair | X |
| Ali Lepock | Nominations and Elections Chair/Past President |  |
| Cheryl Riordan | Student Affairs Liaison | X |
|  | EC Member at large |  |
|  | EC Member at large |  |
| **Committee Chairs** | **Office** |  |
| Phil Campbell | Communications Chair (includes Newsletter) | X |
| **Guests** | **Representing** | |
| Elizabeth Barnette | Northern Area AD | |

*Note: A quorum is a majority (three) of the four elected officers or a majority (seven) of the* ***eleven*** *executive committee members with at least two elected officers.*

**Executive Committee Meeting**

**Presiding:** Stephanie Neary, Chapter President

**Minutes:**

Stephanie called the meeting to order at 12:05 pm. A quorum was established with four elected officers present and five total EC Members.

**Previous Meeting Minutes Approval**

Note: Ensure approved minutes are posted to our website. Contact chapter services for assistance with upload.

\_\_\_\_\_ moved to accept the previous minutes. \_\_\_ seconded the motion.

**Approval of Finance Reports**

\_\_\_ moved to accept the YTD Finance Reports. \_\_\_\_ seconded the motion.

**Finances**

* Financial audit update
* Golf outing $ update
* Funds raised from a virtual portion of the June meeting (CEUs offered for Ethics)

**Meeting Dates for Chapter Formal Meetings**

**July 24th**- Damuth, a speaker from Dominion

(student registration, email blast at 0700, check Cheryl) Email Mackenzie and Dr. Blando

**August 10th**- Baseball Social Aug 10th

(7/24, ticket cut off, flyer sponsorship information)

**September 16-18th** - Region 6 PDC in VB!!!

**October TBD-**Protection or Student Meeting

**November 18th**- Joint Colonial Chapter Event with DOLI

Richmond event (Fall protection or Student meeting)

**December TBD**- Holiday Social

**Suggestions for Future Meetings/Fundraisers**

**-Fall Protection Competent Person Course**

**-Each meeting could have time for someone to present a challenge/issue to the group for advice or guidance**

**-STIHL tour**

**-Norfolk Zoo or VA Aquarium tour**

**-Rick for Active Shooter**

**-Jefferson Labs**

**-Lithium batteries**

**Open Items**

* Transition–
  + Don’t forget to complete any new training for new officers coming on to the EC,
  + Email forwarding updates-In progress
  + website name/title updates in the chapter officers' section-Complete
* Baseball Social
  + Sponsorships?
  + Signs?
* LOGO- The rebranding is complete and updated on the website and in Google Drive.

Green/light up yoyo purchase

* + - Meghan and Susan will take the lead in getting GTC swag ordered once rebranded

Koozies: Austin made the motion, and Cheryl seconded the motion to spend $50 to get materials to make koozies to hand out at baseball games and future event booths. Delivered 7/20

Yetis are done-will be distributed at Baseball social.

* Sponsorship- <https://tidewater.assp.org/sponsorship/>
  + Know anyone interested in becoming a chapter sponsor? Share our easy-to-use link on our website!
* CEU offerings: Solid feedback, attendees, and $$ were made from the June event. Suggest continuing these opportunities to expand your network!

**Nominations and Elections Committee**

* + Succession planning for the next 1-2 years.

**Volunteer Opportunities**

**Advisory Board**

**Governance/Practices/Standard**

**Award**

**Membership**

* Membership Update from July
  + **186** active members, with **28** number in the grace period **(214 Total**)
  + **1** expired member
  + **2** new members in July
  + **3** members transferred to GTC

Reaching out to all new Chapter members.

Reaching out to all Expired and Grace Period members.

**Spotlight**

Austin to work with Steve to take over the July Spotlight; send to Phil.

**Students**

* ODU update
* TCC connection- Cheryl/Meghan- an excellent opportunity to stay connected. Suggest an initial touchpoint with Kevin.
* Follow-up needed
  + Stay connected with Jaleesa Smiley from ODU- she will attend PDC as a guest student on our scholarship this fall.
  + Sierra Goldman(?) from the April ODU meeting was interested in potentially speaking/presenting her research at the fall PDC. Stay connected and reach out to finalize.

**Social Media**

* Website
  + Check for needed updates
  + Training is needed for those with new login permissions, Meghan/Nick. Stephanie to work on
* LinkedIn
* Facebook

**Communications**

* July meeting, baseball social, and PDC reminders!

**Upcoming Dates**

* July meeting 7/24
* Baseball Social-8/10

Meghan moved to adjourn the meeting at 12:37 PM. Joe seconded. EC Meeting adjourned.

Respectfully submitted,

Joe Henricks

Secretary, Greater Tidewater Chapter