



Queen City ACHMM Chapter Meeting Minutes

Date: November 15, 2005

Time: 6:00 p.m.

Location: The Great Wall of China Restaurant, Charlotte, NC

Members In Attendance

See attachment 1 for attendance.

Welcome and Call To Order

Jim Reece opened the meeting and welcomed everyone. The meeting was called to order at 6pm.

Presentation:

The educational segment for this meeting was an 8-hour Hazardous Materials Transportation Workshop presented by the US Department of Transportation in Charlotte, NC. Seven chapter members attended the workshop.

Topic: Reading and Approval of Minutes from Last Meeting

Susan Bostian read minutes from the 9/13/05 meeting. There were no comments, changes or additions.

Topic: Financial Update (Margot Rott)

The current balance in the chapter checking account is \$1289.00

Topic: 2005 Operational Plan Update

Membership Project

We currently have 37 people who receive our newsletter and we have 23 paid members. Last year we had 19 paid members, so far we are 1 short of our goal to increase membership by 5 members. However several chapter members are aware of people who plan to attend. So we could still make this goal.

Our newest member is Matthew Kanen who joined on October 19th. He is an Environmental Engineer and a CHMM at Piedmont Natural Gas in Charlotte. Matt's areas of expertise include Air, Solid and Hazardous Waste and Radiation.

Web Site Submission For National ACHMM Award

We did not win the national award. The board will determine if we should try again next year.

Continue development of a "Chapter Officer Survival Guide"

Jim has a good start on an Officer Survival Guide. He will review with the 2006 President and Vice-President at their turnover meeting on November 28. Margot will meet with the oncoming Treasurer to provide turnover which will be incorporated into the Survival Guide.

Amend Chapter By-Laws

Jim will take this as a 2006 project and develop a draft. The board will review the draft, and then the National ACHMM will also review. Then it will be put to the chapter for review and vote. A notice of the proposed amendment(s) shall be transmitted to all members, in writing, at least 21 days prior to the meeting at which voting will take place. There will be plenty of time for discussion at the meeting.

Officers / Committee Reports and Actions

None

Topic: 2006 Election Results

Vice President / 2007 President Elect

Stuart Kerkhoff

Treasurer (2-Year Term)

Christina Field

Director (3-Year Term)

Dewitt Whitten

Returning Board Members

Annie Richardson – President

Susan Bostian – Secretary

Chuck Denny – Director 3rd Year

Ron Horton – Director 2nd Year

Jim Reece – Immediate Past President

The following were recognized for their service during 2005

Membership Project Team

A total of 350 companies and organizations were identified as having EHS professionals who may be interested in joining our chapter. A Membership Project Team was formed to develop and organize a mailing list. A chapter brochure and letter of invitation was mailed to each one on the list. The following were recognized with a chapter certificate for their participation on this Membership Project Team.

- Chuck Denny
- Giorgina Franklin
- Christina Field
- Annie Richardson
- Mike Phillips

Presentation at CHMM Review Course

This past summer, Dewitt Whitten made a presentation at the Piedmont Chapter CHMM Review Course. Dewitt's participation earned our chapter \$189.00. Dewitt was recognized with a chapter certificate and a \$25 gift certificate.

Web Site Development

Jim Reece rebuilt the chapter web site and submitted it for the national ACHMM award. For his efforts, he was recognized with a certificate and a \$50 gift certificate.

2005 Board Of Directors

The following were recongnized with a chapter certificate for their participation on the board of directors.

- John Williamson (Immediate Past President)
- Annie Richardson (Vice-President)
- Susan Bostian (Secretary)
- Margot Rott (Treasurer)
- Ron Horton (Director – 1st Year)
- Chuck Denny (Director – 2nd Year)
- Mike Phillips (Director – 3rd year)

President Award

Jim Reece was presented with a plaque recognizing him for his leadership as this year's chapter president.

Topic: Announcement Of Next Meeting

The next chapter meeting will be early next year. An announcement will be made as soon as details are known.

Action Items: (To be added to master action register)

Responsible Person	Description	Due Date

Adjournment

The meeting adjourned at 8:00 p.m.