



**GREATER
SAN JOSE
CHAPTER**

EXECUTIVE BOARD MEETING MINUTES

Date: 8/12/08

EXECUTIVE COMMITTEE ATTENDANCE

President	Jay Jamali	Present: YES
President-Elect	Tyler Nguyen	Present: YES
Secretary	Ron Scholtz	Present: YES
Treasurer	Tom Boyd	Present: YES
Delegate	Fred Norton	Present: YES
Delegate	Mostafa Pournajat	Present: YES
Past-President	Mira Rubin	Present: NO
Gov't Affair	John Steele	Present: NO
Membership	Jim Beeby	Present: YES
PDC	Betsy Leff	Present: NO
Jobs Coordinator	David Krack	Present: NO

Minutes

Secretary Report:	Motion to approve July minutes- approved unanimously.
Treasurer Report	<p>Financial audit. Mostafa coordinating. Needs an extension to identify another auditor without conflict of interest. He will get a quote from a CPA to conduct the audit. Tom to obtain second bid. AI- Mostafa will finalize bids in 1 month.</p> <p>Past treasurer must supply past 7 years of records to new treasurer. Mostafa supplied to Tom today (8/12/08).</p>
Gov't Affair Report	None
Membership Report	<p>25, 40, 50-year membership certificates will be made available. Note the accomplishment in the chapter newsletter, and present framed certificates at monthly meetings.</p> <p>Jim is trying to get access to soft copy membership information. Dealing with ASSE headquarters to get resolved. Not having luck so far. AI- Jay to follow-up with ASSE headquarters.</p> <p>Need membership recruiting and retention plan. Jim will have ready for executive board consideration at November meeting. Student chapter, career days, mentor program, interns etc. Use "constant contact" service to email chapter roster. Gives report of discontinued and blocked emails in addition to other useful statistics. Need to update email addresses for bounced emails. AI- Jim Bebe, Mostafa, Fred to work on updates of email addresses.</p>
Delegate Report	None

Old Business

None

New Business

Jack- appointed as new Vice President of Special Projects. Star Report will be his first project. Use as a strategic plan for chapter. Look at criteria to determine priorities.

Need to review bylaws annually and amend them at least every other year.

Jay will be at ASSE regional meeting on September 9 (excused absence). Tyler will run the next executive board meeting.

IS Network has library of 1300 approved contractors as part of a service it offers. Is a possible future chapter speaker. Tyler will follow-up with them to discuss.

Ray Systems has asked chapter to sponsor a portable monitoring seminar. Discussion: decline, but ask them to participate in PDC.

Leadership Conference in Chicago- Mostafa, Tyler and Ron are planning to go.

MOTIONS

MOTION: 1 year contract with Constant Contact for no more than \$15/mo

MOTION MADE BY: Jay Jamali

SECOND: Jim Bebe

DISCUSSION: Will be a good way to keep email addresses updated while ASSE headquarters issues are resolved. Will also greatly assist with better newsletter distribution.

FAVOR: 8

OPPOSE: 0

ABSTAIN: 0

Minutes Generated By: Ron Scholtz

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