



**GREATER
SAN JOSE
CHAPTER**

EXECUTIVE BOARD MEETING MINUTES

Date: 3/10/09 Location: Biltmore, Santa Clara

EXECUTIVE COMMITTEE ATTENDANCE		Present/Absent/Excused
President	Jay Jamali	Present
President-Elect	Tyler Nguyen	Present
Appointed Vice President	Jack Hahn	Present
Appointed Vice President	Betsy Leff	Present
Secretary	Ron Scholtz	Present
Treasurer	Mostafa Pournajat	
Delegate	Fred Norton	Present
Delegate	Mostafa Pournajat	Present
Past-President	Open	
Government Affairs	John Steele	Present
Membership	Jim Beeby	Present
Jobs Coordinator	David Krack	Present
Other Attendees:	None	

QUORUM REACHED? Yes

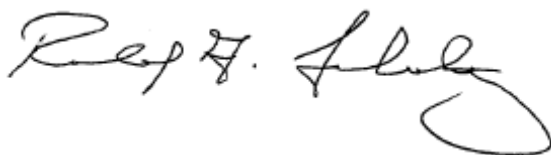
TIME MEETING CALLED TO ORDER: 10:31 am

Minutes

Secretary Report:	-A motion was made by Jay Jamali second by Tyler Nguyen to approve the 2/10/09 meeting minutes. The minutes were approved unanimously.
Treasurer Report	<ul style="list-style-type: none"> - A voluntary meeting was held prior to today's board meeting to go over the financial reports prepared by Mostafa in detail. This includes monthly reports for August '08 through February '09. - Mostafa has completed updates of the monthly financial reports since August '08. The chapter has approximately \$20,000 in total assets. The expenses and revenues are staying fairly close each month. - Mostafa has followed-up on the \$44 per month assessment being charged as Region 1 dues. This is a monthly recurrent assessment that is based on a percentage of total dues paid by chapter members. - A letter needs to be sent to our bank, MeriWest, to remove Tom Boyd's name from the chapter accounts. Action Item: Jay Jamali will prepare a letter

	<p>as Chapter President.</p> <ul style="list-style-type: none"> - We have received a check for \$1,000 from Mission College as a sponsor for the upcoming PDC in Monterey. - Expenses were submitted for the chapter table cloth and for John Steel's ASSE trip to Sacramento. - Mostafa informed the committee that multiple expenses need to be submitted on an ASSE expense report form with receipts. This is needed for IRS purposes. - The PDC will need a check for \$3,700 for a deposit to Monterey Aquarium for the upcoming PDC activities. - A motion was made by Jay Jamali and seconded by Jim Beeby to approve the August 2008 through February 2009 monthly financial reports for the chapter. Approved unanimously.
Gov. Affairs Report	<ul style="list-style-type: none"> - John will be attending a government affairs meeting in Fresno during mid-May. - There is a new ASSE government affairs website available. - John is waiting to see who will be appointed as the new Federal OSHA head.
Membership Report	<ul style="list-style-type: none"> - Jim would like to have all board members to either: 1) bring a guest to the next meeting, 2) recruit a new member, or 3) provide the resume/CV for a mentor volunteer for the next 4/10/09 chapter meeting. - The committee discussed the on-going zip code issue with the San Francisco chapter. Action Item: Jay will bring this issue up for resolution at the upcoming ROC meeting with the S.F. chapter president and Region Vice President. - We have had an increase of the chapter membership by 1.
Delegate Report	<ul style="list-style-type: none"> - The proposed society dues increase measure was discussed. If approved by the membership, dues will increase \$10/year over the next three years (\$30 total). - We need to make sure the dues increase information is up to date on the chapter web page. Action Item- Fred Norton. - We need to solicit chapter member feedback on the dues increase with an article distributed by email on Constant Contact. Action Item- Fred Norton.
Other Officer Reports	<ul style="list-style-type: none"> - Betsy gave an update on the election committee activities. A slate of candidates has been identified and will be posted on the chapter website after today. A notice to chapter members will also be distributed by email using the Constant Contact system. - Jack is preparing a ROC "Star" status report. It is due by mid-April. Action Item: Jack will submit the draft to Jay for comment prior to submittal to Region 1.
Old Business	<ul style="list-style-type: none"> - The CEGOSH regional PDC scheduled for October 2010 has requested \$1,000 in seed monies from each chapter in the region. If the PDC breaks even or makes a profit, the chapter can get the seed money back. A motion was made by Betsy Leff, seconded by Mostafa Pournajat to approve the requested \$1,000 seed money to support the CEGOSH regional PDC. Approved unanimously. - The proposed chapter bylaws were submitted by Jack Hahn to the Regional

	Vice President as required. Comments were received from Terry Norris and some modifications were needed. Jack will post the draft bylaws on the chapter website for chapter member review. We will hold a vote to approve the new bylaws at the 4/14/09 chapter meeting.
New Business	<ul style="list-style-type: none"> - The new ASSE chapter table cloth will be maintained by the President-elect along with the meeting projector. - David Krack proposed a listing of available consultants on the chapter webpage as an additional service to the membership. There will be no advertising and will include current ASSE members only. A motion was made by Tyler Nguyen and seconded by John Steele to add a consultants listing on the chapter webpage. It was approved unanimously.
Announcements	- None
Motions	
<p>MOTION: Approved the chapter monthly financial reports for August 2008 through February, 2009.</p> <p>MOTION MADE BY: Jay Jamali SECOND: Jim Beeby</p> <p>DISCUSSION: Mostafa has prepared monthly chapter reports as required. There is approximately \$20,000 in total assets. The revenue and expenses have been pretty close month to month.</p> <p>FAVOR: 10 OPPOSE: 0 ABSTAIN: 0</p> <p>MOTION: Provide \$1,000 in seed money to the CEGOSH regional PDC.</p> <p>MOTION MADE BY: Betsy Leff SECOND: Mostafa Pournajat</p> <p>DISCUSSION: The CEGOSH regional PDC scheduled for October 2010 has requested \$1,000 in seed monies from each chapter in the region. If the PDC breaks even or makes a profit, the chapter can get the seed money back.</p> <p>FAVOR: 10 OPPOSE: 0 ABSTAIN: 0</p> <p>MOTION: Add a consultant's contact listing to the chapter webpage as an additional service to the chapter membership.</p> <p>MOTION MADE BY: Tyler Nguyen SECOND:</p> <p>DISCUSSION: There will be no advertising, no fee will be charged, and will include current ASSE members only.</p> <p>FAVOR: 10 OPPOSE: 0 ABSTAIN: 0</p> <p>TIME MEETING ADJOURNED: 11:45 am Motion to Adjourn: Tyler Nguyen, Second: Fred Norton</p> <p>MINUTES GENERATED BY: Ron Scholtz DATE: 3/23/09</p>	



Ron Scholtz
Greater San Jose Chapter
Chapter Secretary