



**GREATER  
SAN JOSE  
CHAPTER**

# EXECUTIVE BOARD MEETING MINUTES

**Date: 4/14/09 Location: Biltmore, Santa Clara**

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

**QUORUM REACHED? Yes**

**TIME MEETING CALLED TO ORDER: 10:36 am**

## Minutes

<b>Secretary Report:</b>	<ul style="list-style-type: none"> <li>-A motion was made by Jay Jamali second by Tyler Nguyen to approve the 3/10/09 meeting minutes. The minutes were approved unanimously.</li> <li>-Ron is trying to update the annual chapter calendar to include all officer activities. Please forward any important activities and due dates to him ASAP.</li> </ul>
<b>Treasurer Report</b>	<ul style="list-style-type: none"> <li>- Mostafa will prepare the Chapter Financial Report and draft 2009/2010 chapter budget by the end of April. These will be reviewed during the May board meeting and finalized. They must be submitted to society headquarters by the end of May.</li> <li>- Mostafa is working on the 2008 "990" tax return. It is due to the IRS by April 29.</li> <li>- Recent chapter income includes \$855 in dues. There were \$101 in assessments from society headquarters.</li> <li>- Mostafa has identified that our expenses continue to exceed income. We need</li> </ul>

	<p>to start budgeting appropriately and identify all upcoming expenses for inclusion in our 2009/2010 draft budget.</p> <ul style="list-style-type: none"> <li>- Jay asked the board if we should continue to use the mail for sending meeting notices to those members still on the “do not email” list. It costs about \$10-25 per month and there are still approximately 30 members still on the list. Action Item: Jay will continue to mail meeting reminders to those on the “do not email” list until June, 2009. They must add themselves to the ASSE email list by then or will no longer receive meeting updates.</li> <li>- Our chapter meeting lunch costs at the Biltmore are currently \$23 per person with a 25 person minimum. The board discussed the need to adjust the current \$20 member/\$30 non-member lunch charge to cover this expense. We need to increase the lunch cost for the upcoming May chapter meeting due to budget considerations. A motion was made by Betsy Leff and seconded by Jay Jamali to increase the chapter lunch charges to \$25 for current members who pre-register, \$30 for walk-in members, and \$30 for all non-members effective at the May 12, 2009 chapter meeting. The motion passed by a vote of 5 in favor and 1 against.</li> <li>- Mostafa needs budget estimates for the upcoming October professional development conference for the chapter financial plan. Action Item: Betsy will supply a budget estimate to Mostafa.</li> <li>- Jay asked the board what they thought about sending only 1 chapter delegate to the San Antonio ASSE conference rather than 2 as a cost savings measure. Action Item: Jay will discuss with Fred Norton to discuss his thoughts on which delegate should go to San Antonio. A motion was made by John Steele and seconded by Mostafa Pournejat to send 1 delegate to the San Antonio ASSE annual conference. The motion passed unanimously.</li> </ul>
<b>Gov. Affairs Report</b>	<ul style="list-style-type: none"> <li>- Dr. Howard does not appear to be a likely candidate for the Federal OSHA director position.</li> <li>- California Labor Code 15486 has been approved that now allows Injury and Illness Prevention Plans for self-insured employers to be certified by a qualified CSP.</li> </ul>
<b>Membership Report</b>	- None
<b>Delegate Report</b>	- None
<b>Other Officer Reports</b>	- Betsy presented the 2009/2010 chapter officer election slate: Tyler Nguyen (President), Ron Scholtz (President Elect), Fred Norton (Secretary), Mostafa Pournejat (Treasurer), Betsy Leff (Delegate), Joe Hourigan (Delegate). The officer candidate slate will be announced at today’s chapter meeting and will also appear in the upcoming chapter newsletter. A vote of the chapter membership will be taken at the May 12 chapter meeting if there are at least 25 members in attendance. Otherwise, a ballot by email will be taken.
<b>Old Business</b>	- Jay presented the on-going issue regarding “zip code” chapter area coverage with the San Francisco chapter. During Mira’s president term, the issue was discussed with San Francisco and zip codes were approved by the San Francisco chapter board, but never presented to or approved by the Greater San Jose Chapter board. There is a contention over approximately 20 zip codes in 7 cities. This includes the Fremont area zip codes and the position that these

