



West Michigan Chapter

Meeting Minutes

Date: 5/4/2021

Time: 8:30 AM

Type of Meeting: Executive Committee

Meeting Facilitator: Rich DeLeau – President

Invitees: Bryan Hornik – Immediate Past-President, Kacey Wesley – Education Chair; Mike McKay – Newsletter Editor; Jamie Bauer – Delegate to House of Delegates; Mingyu Wu – Vice President; Kellie Anderson – Membership Chair; Chris Scholten – Secretary; Patrick Lynch - Treasurer.

Optional Student Section: Vito Cannizzaro – President, Zachary Mikulec – Vice President, Jessica Dixon – Secretary, Molly Mannion – Treasurer. Optional In-Coming Officer Jim McGlothlin

- I. **Call to order** : 8:35 AM
- II. **Roll call** : Rich DL, Bryan H, Kacey W, Mike MK, Jamie B, Mingyu W. Kellie A, Chris S, (O): Jim MG.
- III. **Frederik Meijer Gardens Construction Tour** 4/28 -- Mingyu W. & Rich DL Hosted by KC Mitchell/Dir of Facilities. 2-hr tour Attendees ½ reg members ½ Students. Authorized a total donation of \$150.00.
- IV. **Michigan Safety Conference ASSP Expo Booth** 4/13 & 14 – Mingyu W. manned the booth and two Student Section leaders (Pres & VP) representing Chapter’s alliance support.
- V. **Approval of minutes from last meeting** From EC Meeting held on 4/12/21 – *Rich made motion to approve as written. Chris supported. Motion passed.*
- VI. **Treasurer/Financial Report: Review of April Income Statement** – *Kellie made motion to pass as written. Supported by Chris. Motioned passed.*



- VII. **Education Chair Report (Student Section): Student Engagement Task Force/Mentorship Program/Internships** – Kacey presented the PPT to SS. Notice went out for both mentees and mentors. We have a slate of potential mentors & mentees for Summer 2021 Internships.
- VIII. **Membership Chair Report: Members Engagement Task Force** – Kellie A. 254 members. 19 in Grace. 5 expired. 5 hit 5-year anniversary. The late John Viana 57 year chapter member. Rich will write an article for the website. Also present surviving wife a certificate for Life Time Achievement Recognition.
- IX. **Nominations & Elections Committee Chair Report** – Bryan H. Jim MG was introduced as the Chapter Delegate to the HOD starting July 1st for a 1-year term. All other elected officers won another term. Appointees declared wishing to remain in current position for another term. Granted by the president.
- X. **Open Items**
- a) Two new appointees' names were submitted on the floor for EC's approval: Brittany DeVries – Program Chair & Zach Mikulec – Honor & Awards Chair. *Motion made by Rich DL to approve these two members for said appointments. Chris supported. Motion Passed.* New elected officers and appointee officers will soon be receiving their 3-ring Chapter Executive Committee notebook. Also, a leadership training matrix soon to follow.
 - b) Annual Student Scholarship Golf Outing. At the Meadows Thurs. 6/24 – Bryan H. Brian O. provided a list of past sponsors. Bryan, Chris & Rich will review previous records to compile a list before end of week.
 - c) Chapter Bylaws Draft Review and Motion Update – Rich DL Brian O./NAD approved. Still pending...awaiting RVP's approval.
 - d) May Tue 25th 2021--Water/Swimming Safety/Jim Dreyer – Rich DL will contact Jim week of 5/10 to confirm.
 - e) Mentor/Mentee Kick-Off Picnic in May? – Kasey W. was given Kellysue's name as a star potential mentor. Kasey will reach out.
 - f) Spring ROC Event (Virtual) 4/23 – Kacey W and Rich DL attended the virtual meeting. Emphasis was placed on chapter requirements to maintain their charters. Also, in need of Gov't Affair full-time position at Society. S4NP, etc.
 - g) GOLD Level Status (Current Point Tracking) – Rich DL as of 4/30, chapter is at 8,610 pts. (400 pts @ for Annual Financial Report submission and Annual



Leadership Report submission) Still have one more 400 pointer to go will hit Platinum Level! And we still have a technical meeting, a social kick-off and golf outing to go for additional points.

XI. New business



- a) New Communication to Members using **Real Magnet** A cloud -based marketing automation solution. – Kelli A. All agreed (free and offered by Society) Real Magnet needs to be used for efficiencies and data tracking/trending analysis. Kellie will provide logins for Chris S., Kasey W. & Rich DL.
- b) New Appointments for 2021-22 PY: 1) Brittany DeVries for Program Chair; 2) Zach M. for Awards/Honors Chair
- c) 2021 Region III PDC Mon: 9/13 – Wed: 9/15. Austin Convention Center in Austin, TX. (Hybrid Conference) <https://safety.assp.org/about/faq/> Jim MG will need to attend the House of Delegates meeting.
- d) ‘Round the Table – All

XII. **Adjournment** / Next EC Meeting: Tuesday, June 8th, 2021@ 8:30 AM. (Focus will be of developing our strategy for the new program year.) *Motion made by Rich DL to adjourn. Supported by Chris. Motion passed.*

Respectfully Submitted, 5/7/2021

Richard A. DeLeau

Chapter President