



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

ASSP Hawaii EC meeting on Wednesday May 6, 2021 - At 6:05 pm the virtual meeting was called to order by President Rob McCarthy. A quorum was met at 6:10 pm.

Attendees

Executive Committee Members:

Robert McCarthy
Jeremy Nixon
Jon Archambeau
Terra Laverty
Terry Watkins

Traci Revilla – Proxy for Joey Garza
Adam Cotton
Peter Evans

Approval of Minutes

- Skip to approve, Cesar not present

Government Affairs Rep – Nee Volunteer

- Solicit a new representative
- Would like someone from student section
- Current EC saturated with duties, would prefer representative came from outside of EC
- Will pair candidate with Alexis for Transition
- Terra Laverty considering taking the position

By-law's update: Robert asked for a status update.

By-Laws Update

- Society got back and have some feedback to include two sections for president annual inputs
- Rob to edit and send back after vote

Financial Report as of 3/31/2021

- See Report Attachment
- Filed end of quarter state tax, no liability
- Financially we are ok
- Invoices from Michelle
 - A. 4/01/2021 \$119.11 For services rendered, invoice presented
 1. Motion to pay, all present in favor to pay
 - B. 5/01/2021 \$ 204.19 For services rendered, invoice presented
 1. Motion to pay, all present in favor to pay
- CVENT invoice for one day event \$5120.40 04/30/2021
 1. Motion to pay, all present in favor to pay
- Motion to move \$5000 from FHB savings to checking



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1. Motion to pay, all present in favor to pay
 - Michelle does not want to use her credit card for QuickBooks
 - A. Keep Electronic Funds Transfer?
 - B. If fraud occurs, it may become an issue with account
 - C. Previous EC did not want to do electronic transfer, there is a reason why it was not done
 - D. Michelle is willing to continue as long until we can resolve
 - E. Rob to get mor clarity then pass to group.

Elections

- Joey - not present to speak elections
- Information did go out
- Presently no contesting of current candidates, voting will commence

COMT Leadership and Financials

- Financials due 5/31
- Will work with Jeremy
- American Savings Bank PCI
 - A. Required to have merchant account
 - B. Fees
 - C. July to renew certification

Mary did not win ROC

- Asked to place her in for next year
- Get with Mark to come up with a plaque. Rob to recognize Mary as ASSP Hawaii Safety Professional for the Year at the OSH ONE DAY EVENT
- Need to consider having quarterly awards

OSH ONE DAY EVENT- Peter

- CEU packet submitted, ASSP will award .5 CEU per attendee
- Color guard from Farrington complete, awaiting final video to be uploaded
- Dennis Terpin to present as the 13th presenter to replace Mahea who was not able to present.
- Reached 2739 invitees
 - A. 32 Accepted (CONFIRMED AND PAID)
 - B. 95 Declined
 - C. 2612 Undecided
 - D. \$2400 in revenue collected
- Utilizing Website, LinkedIn, Facebook
- Send out speaker media release to speakers for them to distribute to their contacts
- Focus on email blasts, cold calls, push for marketing
- Reasons that invitees have mentioned as to why they are not participating:



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- A. Not interested in a virtual event
- B. It will be on a Saturday
- C. Would rather wait for an in-person event such as Pac Rim
- Go Do's
 - A. Send flyer with focus on speakers to undecided invitees
 - B. Record the event and sell to those that cannot make the Saturday event.

Safety 2021

- Hybrid (virtual and in person)
- ASSP will not pay for travel
- Conference in Sept.

New Business

- Jeremy- Financial Audit- in conjunction with new EC. Will discuss in transition meeting. Done in early June.

Meeting Closed

Meeting adjourned at 7pm.

Motion to adjourn the meeting @ 700pm.

Cesar Contreras, Secretary ASSP
HI Chapter

5/6/21

Date Meeting Minutes Approved