



# AMERICAN SOCIETY OF SAFETY PROFESSIONALS

## Hawaii Chapter Officer EC Meeting Minutes

HDCC Conference Room, 605 Kapiolani Blvd, 3:00 pm -4:00 pm

Executive Committee, as of July 1, 2018		
✓	President	Tristan Aldeguer
✓	Vice President, WISE Co-Chairperson	Joey Garza
✓	Secretary	Mahea Villanueva
	Treasurer	Dan Kauai
	Delegate	Adam Cotton
✓	Delegate, WISE Co-Chairperson	Zoe Williams
	Member At Large	Johnnie Clark
✓	Past President	Mary Sullivan *Called in

✓ denotes attendance

### 3:00 pm- Call Meeting to Order

#### Quorum

**Discussion:** August 13, 2018 EC Meeting to review monthly and quarterly agenda.

### Open EC Meeting: 3:08 pm

#### Chapter Operations

- IRS incorporations -Michelle and CPA working on ASSP GET Filings. -Michelle and CPA working on ASSP GET Filings. Scheduled on getting ASSP taxes, CPA will do it. Everything under PACRIM will be closed out as asse nd accounts will be transitioned during the month of November
- Hawaii Construction Career Day-Aloha Stadium October 24 & 25, and Kauai September 21. -Looking for volunteers to help out on both Oahu and Kauai. Activities such as: CPR games, FP Harness games, Safety Indoctrination for the kids. \*\*\*SEEK GENERAL MEMBERSHIP ENGAGEMENT FROM KAUA`I MEMBERS\*\*\*
- Internal Audit was started on August 10, 2018 - Discussion on updating SOG to alter the audit team requirements to include two non-EC members. We would like to be able to pay entities directly instead of going through the accountant. Maybe get a bank card again to pay for things. Can we set up EFT for bill pay? Concerns with the bank card are who would manage the bank card.
- Discussed Chapter Financials as of July 31.



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## Chapter Financial SOG

### Student Chapter

- Set Date and Time for Professional Development Training
- Faculty advisor on sabbatical for the semester.

### PACRIM Update:

- HOISH sponsoring, payments directly to Sheraton.
- Hotel rooms are reserved to meet our minimal obligation
- Food must stay within our budget
- Send out another email to get more attendees to PacRim, get flyers from PacRim Chairperson
- Discussed possible acknowledgement of deceased ASSP member and HIOSH Inspector.
- Reviewed Balance sheet
- Planning on possible Presidents dinner for Tuesday October 9, location and price TBD.

### Chapter Meetings

- EC meetings
- General meetings- September date TBD: Firefighter speaker on 10 things safety professional need to know, date changed due to speaker's schedule, and October.

### Open Discussion

Adjourned: 4:04 pm