

Minutes for Membership Committee 12-August-2015

Committee Reports:

1. Board Report and Committee Action Items – Jen

- Big thing – trying to schedule an OSHA webinar on compliance directive at end of July – no date
- SCHC and AIHA – renewing Registry and process memo of understanding soon – official signed Fall meeting
- Distinguished Membership status: Reminder to our committee to include the dates at the bottom of the form. Board perspective – smooth and fast process.

2. Fall Meeting Preparation

- Dinners
 - i. See Adriene's list
 - 1. Added a note to sign up at the registration table
 - 2. Comments
 - a. Are the dates correct? Meeting is Saturday the 26th – Wednesday, Sept 30th.
 - b. Is there a limit on each reservation? If so, perhaps add a note on the information sheet.
 - c. Hyperlink for Jaleo is not active.
 - ii. Hosts?
 - 1. Need someone to ask to enter classes to remind of dinners.
 - 2. Dr. Luc will host on Saturday – can be available for other
 - iii. Send final information to Lori and Darlene for posting and sending in an email.
- Lunches
 - i. Follow the process we have outlined
 - ii. Who will handle? Reach out to Lori for attendees to get hosts
 - iii. Locations and Map of Area (underground?) – Paula / Adriene follow-up with hotel for this information
 - iv. Check with Michele Sullivan about her availability – Paula will do.
- Slides
 - i. Store - Update slide from San Francisco
 - ii. Lunch info - Keep slide from San Francisco
 - iii. Awards - Update and indicate nominations active
 - iv. New slide listing most recent Distinguished Membership
 - v. Email PDC Committee Chairs - slides are coming membership

- Board Report at Board meeting
 - i. Terrae – Contact Jen on how to handle since we won't be there.
- Committee Meeting on Tuesday afternoon
 - i. No one available to do it.
- Committee Report on Wednesday
 - i. No one available to do it.
- Store
 - i. Will there be a table there showing merchandise? No
 - ii. Merchandise? None at meeting

3. Sub-Committee Reports

- Networking – Adriene – [see above](#)
- Awards – Terrae/Paula
 - i. Awards
 1. Review Submitted Application(s)
 - a. Darlene Susa-Anderson - [approved](#)
 2. Post to all to website and Standard Practices – [Will happen after the fall meeting.](#)
- Membership – Steve/Adriene – [not at meeting](#)
- Website – Ryan
 - i. [Meeting minutes – need to post every month](#)
 - ii. [Ryan follow up with what is there and what is missing](#)
- Store – Terrae
 - i. [Ask Jen for information at the next meeting](#)

4. Mentorship – Follow up in October after meeting

Motion close – Ryan

2nd- Dr. Luc

Voice Vote – All agreed