

Meeting Minutes for SCHC Membership Committee

March 7, 2018

Attendees: Adriene, Chris, Atanu, Luc,

Absent: Jen, Ryan, Tanisha, Michelle*, Lilliana, Amanda*

Meeting chaired by A Bopp at 2:03 EST

February Meeting Minutes – to be approved during April’s meeting.

March Agenda

- Motion to approve the agenda as written (/)
- Amendments- No changes

Board Report (Michelle)

- Indiana University has requested to sponsor the poster session. The Board approved and has charged the Poster Committee with developing a plan for other companies/universities who may want to sponsor the poster session in the future.
- The Board asks committee chairs to get in Board reports early.
- The Media sponsorship by Chemical Watch is up for renewal. Specifics are being worked out by the Society president.
- The Society will support OSHA’s Safe+Sound program.
- The Board has hired a media marketing firm to improve the Society’s presence on social media and otherwise offer marketing advice.

Committee Reports:

1. Sub-Committee Reports

- Awards – (Chris) –
 - 2 Nominations Submitted.
 1. Distinguished Membership
 2. HAZCOM Lifetime Achievement Award
 3. Past President Award – Anne Thompson
 - **Action Item:** Chris will reach out to Lori to find out details on the President’s Award
 - **Action Item:** Distinguished Membership application will be forwarded to Michelle to be presented to the BOD. (Chris)
- Website – (Ryan-per email update) –
 - Website update with meeting minutes and past award winners.
 - SCHC Store - has been successfully inactivated. The balance in our account upon closing was \$0.00 due to a minimum sales quota fee.
 - **Action Item:** Update BOD through Michelle that Store has been inactivated.
- Networking – (Adriene, Chris, Lilliana) – \$200 Budget has been approved by the BOD, Shuttle service will be compliments of SCHC for those who sign up in advance for the dinner. Process is

to contact Adriene who will maintain list and distribute to hosts when needed. Website Flyer for dinners has been generated by the Marketing group. See attached.

Action items:

- Work out details of shuttle – flexibility if numbers change (Adriene)
- Dinner Host needed for Saturday – Pending responses from workshop attendees.
Michelle will also assist in finding a host via her contacts attending the workshops.
- Membership Initiative (Invite a Friend Incentive Program) – (Chris/Adriene) –
 - **Action Item:** SOP write-up (pending) (Chris). Kick off info to be distributed to committee prior by **4/6** for review (Chris).
- New Member Support Initiative (NMSI) – (Dr. Luc/Lilliana) –
 - **Action Item: (New)** Provide information on NMSI to be sent to

Kick off Plans: Invite a Friend and NMSI

Action Item: (Adriene) Provide information for each program

1. One slide each for slide deck
 2. App
 3. Newsletter - Outreach
2. Additional Item –
- Who will be attending the Spring Meeting? To date- Atanu, Liliiana, Jen, Ryan, Luc, Amanda
3. Motion to Adjourn: (/)
- Adjourned at EST

***PLEASE note: Amanda and Michelle joined later in the meeting. Therefore, attendees are:**

Attendees: Adriene, Chris, Atanu, Luc, Michelle, Amanda

Next Meeting: Wednesday, April 4 @ 2-3PM EST