

**SCHC Board Meeting
May 19, 2005**

ATTENDANCE:

Board of Directors:

Present

Michele Sullivan - Chair
Pam Kreis – Secretary
Denese Deeds - President

Bill Starr
Bob Skoglund – Past - President
Dan Levine
Ann Brockhaus - VP
Amy Breedlove

Absent: Stacie Eakin, Mark Cohen, Len Hong

MEETING OPENED

M. Sullivan opened the meeting at 9:05 a.m.

APPROVAL OF MINUTES

The minutes from the April 11, 2005 meeting were reviewed. Several corrections were made. A motion was made and seconded by Dan Levine and Bob Skoglund, respectively, to accept the minutes as corrected. It was approved.

The minutes from the April 22, 2005 meeting were reviewed. Several corrections were made. A motion was made and seconded by Dan Levine and Amy Breedlove, respectively, to accept the minutes as corrected. It was approved.

1. SCHC-Financial Report

Pam reported that the apparent discrepancy in the report delivered on April 11 was due to the dates used for the report. Using a March reporting date causes us to capture some income but not all for the Spring meeting and none of the expenses. Pam explained that all money spent is transferred from the money market account to the checking accounts for payment of expenses. In 2003 we lost \$70,000.00. There was a general discussion on the 2003/2004 comparison report. Some of the expenses from the 2004 fall meeting were not paid until 2005 and thus were not included in the 2004 fiscal year report. This was due to an incorrect bill from the hotel. In addition some individuals did not file their expenses in a timely manner. Pam stated that she has added a year sub-category that will allow her to filter income and expenses and prepare reports that show the income and expenses associated with the calendar year, regardless of when the bills are paid. This should permit the treasurer to generate more useful reports. It was concluded, based on the discussion, that 2004 showed a small positive income. It was agreed that the Board needs financial reports based on the income and expenses related to the business and professional activities within a given calendar year (including those income and expenses received and/or paid outside the calendar year) so that we can see trends and assess the financial health of the organization.

2. Profession Development

Bob Skoglund expressed concern regarding the PD schedule for the fall. Denese will set up a conference call with the appropriate individuals to resolve the issue.

3. OSHA Alliance

Dan reported that the Alliance Committee is behind schedule on MSDS Checklist training. There was a discussion on what OSHA actually needs for training. This will be discussed further on the Alliance Committee call later this month.

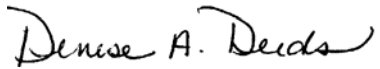
4. ANSI Z129.1

Denese reported that she responded to ACC that SCHC will be a canvasee for the labeling standard. Bob Skoglund has agreed to compile the member comments.

Meeting adjourned at 10:50 a.m.

Next meeting is Thursday, June 16, 2005 at 9 a.m via conference call.

Respectfully submitted

A handwritten signature in cursive script that reads "Denise A. Deeds".

Denese Deeds
Acting Recording Secretary