

Society for Chemical Hazard Communication (SCHC)
Board of Directors Meeting Minutes
October 18, 2007

In attendance:

Ann Brockhaus, President	Amy Breedlove
Denese Deeds, Past President	Stacie Eakin
Bernie Lindquist	Suzanne Matuszewski
David Peters	Michele Sullivan, Chair
Mark Cohen	Pam Kreis, Secretary Treasurer
Len Hong	

Regrets:

Bob Skoglund

Start of Meeting:

Michele Sullivan (chair) opened the meeting at 9:04(EDT) and roll was taken. Suzanne Matuszewski was the Recording Secretary for this call.

Agenda:

1. Approval of Minutes
2. UNITAR funding
3. Strategic Planning – Demographics – discuss prioritization
4. Web redesign
5. Logo Status
6. Alliance MSDS training “crystallize the issue for us”
7. Marketing
8. Reschedule Nov call

Approval of Minutes:

Michele Sullivan submitted one change on the minutes of the 17 September meeting to Bernie Lindquist. A change for a written request for a new committee proposal was discussed. Denese motioned to accept the amended minutes, and it was seconded by Amy. There were no objections.

UNITAR Funding

Ann Brockhaus received a proposal for an “Americas GHS Workshop” from UNITAR in response to the request for how the funds would be used. Len suggested an alternative of sending a person to represent SCHC as a speaker/ instructor to highlight our society/ professional development abilities.

It was discussed how to fund the efforts. The evening reception and publication /reports funding were possibilities that will be formalized into a recommendation. A waiver of program administrative costs was also discussed as requirement of funding. An SCHC Informational statement in multiple languages was also discussed to be included in the sponsored events.

Strategic Planning – Demographics

A process to continue the prioritization and categorization was discussed. One comment was to categorize the items as DONE, FOR DISCUSSION, and TO COMMITTEE (TBD). Another option was for the BOD to review and express interest for the aforementioned process.

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The demographic recommendation list was discussed and prioritized. Amy Breedlove will send the information to the various committees and compile a list of further discussion items and completed items.

Additional committees and committee responsibilities were discussed. Email committee, marketing committee i.e. as part of how to handle the recommendations.

Web Redesign

Comments due to Bernie ASAP.

Logo Status

Denese suggested that we retain an attorney to continue the work. Denese will proceed with seeking out an attorney to accomplish this.

**Alliance MSDS Training
Marketing**

TABLED TO NEXTCALL
TABLED TO NEXT CALL

Reschedule November Call

Tentatively Friday the 30th was discussed. All BOD will send availability for the week of Nov 26th to Michele Sullivan.

Call adjourned at 10:10 a.m. (EDT)

Respectfully submitted

Suzanne Matuszewski
Acting Recording Secretary