

Great Basin Chapter, Air and Waste Management Association Board Meeting

Minutes for February 13, 2007

Meeting called to order at 12:00 pm. Meeting held at Offices of Meteorological Solutions Inc., 2257 South 1100 East Suite #2F

Present: Lynn Menlove, George Wilkerson, Kevin Ovard, Erin Hallenburg, Dave Hansell, Deanna Anderson, Steve Christiansen, David Jelmini, Joe Martone and Regg Olsen.

Absent: Rick Sprott

Minutes of Last Meeting (January 16, 2007): The Minutes were amended to clarify that there were only four (4) locations for state Science Fairs and the previously noted Layton location was a regional fair. The minutes, as amended, were approved.

Treasurer:

- a. George provided a copy of the monthly financial statement to the board. The current balance in the account reflects the expense for the student memberships provided to the scholarship winners (\$30 ea for \$90) and is \$10,248.55 (as of January 31, 2007).

2. Programs:

- a. Discussed the brown bag lunch that was held on January 24. The topic was “**The Challenges and Rewards associated with Engineering in Iraq**” and was presented by Doug Whimpey of CH2MHill. There was a headcount of 22 and it seemed to go well and was interesting and well received. There was some discussion about how we could increase attendance for future events such as a better, perhaps more timely email effort.
- b. Discussed the Spring Dinner which will be held at Little America on Wednesday, April 18th at 6:00 p.m. (social hour) with dinner at 7:00 p.m. Robert Kirby will be our speaker and will begin after the scholarship awardees are recognized. The following were also discussed and decided:
 - i. We will go with the Italian Buffet
 - ii. We will base a decision on hors d’oeuvres’ on the amount of sponsorship funds we can generate. A final decision on this will have to be made prior to April 11th when we need to make a payment.
 - iii. We will charge \$10 for student members, \$20 for members and one guest and \$30 for non-members.
 - iv. Kevin will do the printed program again this year.

- v. We will pay for the scholarship winners and one guest. We will also present them with a certificate and recognize them at the dinner.
 - vi. We will start the publicity as soon as possible with an email to the members identifying the date, location, costs and speaker. Additional emails and phone calls will be made when we get closer. It has already been posted to our website.
 - vii. Discussed the sponsorship program and decided the levels of recognitions would be: “Gold” for a contribution of \$400 or more and would get 2 dinners and a large logo in the program, “Silver” for contributions of \$200 or more and would warrant a logo in the program, and “Bronze” for contributions of \$100 or more would be recognized by the chapter president at the dinner.
 - viii. We also assigned various members of the board to contact specific, potential sponsors.
- c. Discussed briefly our summer activity. At this point we’re planning on a presentation by Hill AFB on their digital opacity camera system (DOCS) and looking at the June timeframe. It was felt that the DEQ location was a good one and we would continue to utilize that when possible. Dave Hansell indicated he would talk to Steve Rasmussen of HAFB on date availability.
- d. ACTION ITEMS:
- i. Kevin will be doing the program prior to the dinner.
 - ii. Kevin will be sending out an email announcing the dinner with date, location, costs and speaker as soon as possible.
 - iii. Lynn will find an appropriate certificate for the scholarship awardees
 - iv. David Jelmini will send the sponsorship spreadsheet and sample letter to the board members as they make contacts with potential sponsors.
 - v. Dave Hansell will contact Steve Rasmussen on his availability for a DOCS presentation in the June timeframe.

3. Membership Committee –

- a. Dave Hansell had contacted some of our newest members and determined that they really weren’t “new”, but their membership had lapsed before they could “renew”. He also discussed with them their reasons for being members and the most common response was “networking” and the opportunity for discussing issues that affect the field of air and waste management.

- b. He also had been unable to connect to the national web site to get the latest membership information; he will email this information as soon as he is able to connect.
- c. ACTION ITEMS:
 - i. Dave will email membership data as soon as he can connect to the national web site to obtain the info.

4. **Education Committee**

- a. Deanna discussed the Science Fairs upcoming and how the individual fairs would like the checks provided (directly to the “fair” and they would present). AWMA members will be solicited to be judges or the guidelines we have used will be sent to the organizers for them to select a winner.
- b. Deanna had previously provided a bio and picture of the scholarship winners with the exception of one which she should have soon. She will forward that info as soon as it is received.
- c. ACTION ITEMS:
 - i. Deanna will coordinate with Kevin to prepare an email for the general membership to send out near the end of February regarding the judging at the four science fairs.
 - ii. Deanna will forward the bio and picture of the final scholarship winner when it is received.

5. **Communications:**

- a. As mentioned above, Kevin will prepare the program for the dinner in April and send out an email as soon as possible to the membership announcing the dinner date, location, costs and speaker.
- b. ACTION ITEMS:
 - i. Kevin will send an email to the members regarding the dinner.
 - ii. Kevin will coordinate with Deanna to send an email calling for judges at the science fairs.

6. **Other Issues:**

- a. Steve is planning on attending the Leadership Training in Pittsburgh in April.
- b. Lynn will prepare a letter of thanks to Doug Whimpey as our speaker for the January Brown Bag.
- c. Joe mentioned (and “modeled”) some of the “100 Year Anniversary” association logo merchandise.
- d. For the annual meeting, each chapter has been asked to have a display. We need to discuss this next meeting.

- e. ACTION ITEMS – need to discuss our display at the Annual Convention and Exhibition.
7. **Next Meeting**: The next meeting was scheduled for Tuesday, March 13, 2007.