

Great Basin Chapter, Air and Waste Management Association Board Meeting

Minutes for March 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, Steve Christiansen, David Jelmini and Regg Olsen.

Absent: Deanna Anderson

Minutes of Last Meeting (February 13, 2007): The minutes were approved.

Treasurer:

- a. George provided a copy of the monthly financial statement to the board. The current balance in the account is \$10,248.55 (as of February 28, 2007).
- b. An address is needed for Robert Kirby for the deposit check for the Spring Dinner presentation.
- c. ACTION ITEM: Erin and George will coordinate this and get the check to Mr. Kirby.

2. Programs:

- a. 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:
 - i. 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.
 - ii. The menu will be the Italian Buffet (decided last meeting).
 - iii. Kevin will do the printed program again this year (decided at last meeting).
 - iv. We will pay for the scholarship winners and one guest. We will also present them with a certificate and recognize them at the dinner (decided at last meeting).
 - v. We will start the publicity as soon as possible with an email to the members identifying the date, location, costs and speaker.
 - vi. Discussed the sponsorship program and reviewed assignments to contact various potential donars.

- b. Discussed briefly our summer activity. At this point we're still planning on a presentation by Hill AFB on their digital opacity camera system (DOCS) and looking at the June timeframe. A date of June 7 was decided upon subsequently to the meeting, based on availability of the DEQ room and participants.
 - c. 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 reported that we currently have 92 members with 11 new members and 8 dropped members (since December).
4. **Education Committee**
- a. No report was available.
 - b. A question concerning a Science Fair check arose. The Cedar City fair received the check after the fair. It was decided to get the check back rather than have them hold it until next year.
 - c. ACTION ITEM: George will coordinate with Deanna about getting the unused check back.
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.
6. **Other Issues:**
- a. Steve is still planning on attending the Leadership Training in Pittsburgh in April.
 - b. We will “table” the idea of a specialty conference in the fall of 2007.

- c. It was decided that the chapter would not provide a poster for the Annual Convention and Exhibition.
 - d. We will not participate in the Officers Webcast scheduled for Mar 27 but will obtain the DVD and watch at some future date.
 - e. We need to get the annual report done asap.
7. **Next Meeting:** The next meeting was scheduled for Tuesday, April 10, 2007.