



AMERICAN SOCIETY OF SAFETY PROFESSIONALS

Mid-Michigan Chapter

October Secretary Report

Meeting Date: October 18, 2023

Meeting Time: 2:30-3:30 pm

Format: WebEx

Attendees: Bob Schneider, Mary Bainbridge, Craig Galecka, Nora Gathman

Meeting started: 2:40 pm

Meeting Ended: 3:30 pm

September Secretary Report Review: Will be presented and approved at later date.

September Treasury Report Review: Will be presented and approved at later date.

Takeaways from the September meeting and old business:

- Bob will be submitting the Chapter Operational Plan.
- Group needs to follow-up on speaker scheduling to finalize events noted in Future Chapter event section.

Past Chapter events and activities:

- No events held in October.

Future Chapter event updates:

- 11/7: Carly St. Aubin (Safety Culture) (Carl). Virtual Lunch and Learn, November 7, 2023 - Make Your Safety Culture Rock! Flyer has gone out.
- TBD: *How to build safety into daily management through continuous improvement initiatives.* – Brittany Parks – Bob S. (Hybrid). Bob will follow up with Brittany to find some dates.
- TBD: Bob Mann – Craig Galecka. Craig will check back with him. Craig asked for more dates and is waiting to hear back.
- TBD: Fatality Presentation – Chris Johnson – Bob S. Bob Kirkby to check in on the Library as it was discussed doing it in person.

- TBD: Rich Mahaney (Emergency Response) – Bob S.
- TBD: Emergency Management (Active Shooter, etc.) – Bob K.
- TBD: Author from Professional Safety Journal article – Bob S.
- TBD: Drug Testing (Jim Schneider) – Bob S.
- TBD: Peer review article in the PSJ (Stephanie Walker – OH Chapter) – Bob S/Rich D.
- TBD: Coffee with MIOSHA – Bob. This may be held in May in Midland or Lansing.
- TBD: Dr. Wolf (Active Shooter) – Carl
- TBD: Will Dawson (Lithium-Ion Battery Storage or another topic) – Carl. Check with Great Lake Learning Center. Check with great lake learning center or Midland

New Business:

- Monthly website review. Rich DeLeau made some suggested changes. Nora stated that the updates had been made.
- Governance Update: Advisory Group Met on October 5, 2023. Bob Kirby attended but was not present to report.
- 2023 Leadership Conference taking place online November 2. It is now available to register and attend online at no cost. There are several interesting sessions on the agenda.
- Rich DeLeau's reviewed the website and bylaws and noted that the Bylaws state that the past president needs to be Nominations and Elections chair. The titles listed on the website's Officer page have been updated accordingly.
- The Greater Detroit Chapter is going to pick up the cost for the MI ASSP booth at the next Michigan Safety Conference. Other non-profits will be in the same area. Rich DeLeau has a speaker lined up for the All-Chapter Meeting.
- Code of Professional Conduct Focus Group: Chapter Presidents – November 13, 2023. Bob stated that the Society sent out a notice for presidents to attend a November 13, 2023, session to discuss and brainstorm ways to support and engage members increases understanding and exposure to code.

Placeholder for future meetings:

- Review criteria for COMT report. This will be presented at next meeting.
- Review Annual Operating Plan.
- Review items covered during the ROC meeting.
- Review responsibilities for each position.
- Chapter Leadership Modules training

Schedule the next meeting: Wednesday, November 15, 2023 at 2:30pm

Roundtable: No roundtable items

American Society of Safety Professionals _____ Chapter

Monthly Financial Report

Period Ending October 31

INCOME STATEMENT

REVENUES (Cash Receipts)

Dues		\$	75.50		
Meeting Fees		\$	-		
Conference/Seminars		\$	-		
Special Project		\$	-		
Interest		\$	-		
Advertising	(Unrelated Business)	\$	-		
Sale of Products *	(Unrelated Business)	\$	-		
Sale of Services	(Unrelated Business)	\$	-		
Other		\$	-		
			REVENUE (Total Receipts)	\$	75.50

EXPENSES (Cash Disbursements)

MEETINGS:	Lunch/Dinner	\$	-		
	Speaker Gifts	\$	-		
	Other	\$	-		
CONF/SEMINAR:	Meals/Breaks	\$	-		
	Speaker Expenses	\$	-		
	Books & Materials	\$	-		
	Other	\$	-		
NEWSLETTER:	Printing	\$	-		
	Postage & Mailing	\$	-		
	Other	\$	-		
TRAVEL:	Officers	\$	-		
	Other	\$	-		
Publicity		\$	-		
Special Project		\$	-		
Administrative		\$	-		
Scholarship		\$	-		
Bank Fees		\$	-		
Web Hosting		\$	-		
Other		\$	-		
			EXPENSES (Total Disbursements)	\$	-

NET INCOME (Excess Receipts over Disbursements) → \$75.50

PREVIOUS MONTH/YEAR CASH BALANCE - Total Assets from Previous Month/Year → \$16,659.81

NEW CASH BALANCE - Previous Month/Year Cash Balance plus Net Income → **\$16,735.31**

Total Assets as of October 31/ Bank Balance

	Savings	\$100.00		
	Checking	\$16,635.31		
	Other/CD	\$0.00		
	Deposit In Transit	\$0.00		
	(Outstanding Checks)	\$0.00		
NEW CASH BALANCE = Total Bank Balance		\$16,735.31		

↑
MUST MATCH

* Does not generate UBIT if (1) includes an educational/information message on the product or (2) is accompanied by literature which describes the organization's programs and mission.

Chapter Treasurer (Print and Sign Name)

Date