

AIHA Hawaii Local Section
Executive Committee Meeting
June 23, 2005

Present	Name	Position
X	Shelley Wheeling-Park	President
X	Jim Peck	President-Elect
		Past-President
X	Jennifer Shishido	Secretary
X	Chris Gongora	Treasurer
X	Jas Singh	Director
X	Brant Tanaka	Director
X	Banafsheh Sadeghi	Director
X	Tom Goob	IH Review Course Coordinator
	Jim Newberry	Communications
	Danny Tolentino	HI Federal S&H Representative

- I. **CALL TO ORDER:** The meeting was called to order at 11:08 a.m. by President Shelley Wheeling-Park at EnviroServices & Training Center, LLC, 2850 Paa Street, Honolulu, HI 96819. A quorum was present to conduct business.
- II. **MINUTES:**
May 18 meeting minutes were approved as distributed.
- III. **REPORTS:**
1. Treasurer's Report, J. Peck, C. Gongora:
 - a. Reports for January through May 2005 were approved as amended.
 - b. Current Checking Account balance: \$ 8,032.03.
 - c. Current Savings Account balance: \$ 2,534.51
 2. Membership, J. Shishido:
 - a. New Members: Applications reviewed and approved for
 - Tina Perry-Finau, Kaiser Permanente
 - b. One new national member. E-mail inviting membership, application and invitation to attend next event to go out as soon as next event is finalized.
 3. HIOSH Advisory Committee, Tom Goob:
 - a. Tom Goob and Chris were unable to attend. Jim Peck and Shelley Wheeling-Park attended.
 - b. Committee accepted the AIHA nomination of Tom Goob as AIHA representative with Chris Gongora as alternate.
 - c. Next meeting is September in Kona.
 - d. Will provide more information at next meeting.

4. Alliance, Banafsheh Sadeghi:
 - a. Meeting was postponed to next quarter.
 - b. Ray Welch resigned as chair

IV. **GENERAL MEMBERSHIP MEETINGS:**

1. Awards Meeting, August 26: Honor Ken Still, Jas Singh, Science fair winners (Shelley to see if can contact them), and others, e.g. past Board members, past Communications officer etc. Proposal was made to have it at Niko's at Pier 38. Good menu, parking. Proposal approved by Board. Jim to look at getting entertainment. Need to finalize quickly to let membership know.
2. Tony Barnard, July 20, IAQ and HVAC.
Notice to go out this week.
3. Hector Escarcega – Training non-English speaking (Hispanic) workers.
Jim working on this. Should be a good topic.
4. Project Management: Tom Goob went to a half day project management seminar, put on by IT people. Very good topic for any professional. Will find out if possible to do for members.
5. Telewebs: none scheduled as yet. Heard that AIHA was having difficulty getting speakers.

V. **NEW BUSINESS:**

1. CIH Review Course:
 - a. Moved, seconded and approved to host CIH Review Course
 - b. August 2006 is target date.
 - Better for families w/kids
 - Can promote at AIHCE in Chicago (May, 2006)
 - Just in time for testing cycle – October - November.
 - c. Provide early registration discount. Too stressful with late registrations.
 - d. Committee of 5 at least. Tom, Jas, Ken Still, Donna (AIHA), others.
2. 2005 Local Section Survey:
Most of it already filled out, just one question at end that needs further input: "What could AIHA do to strengthen your local section?" Answers:
 - a. Host a website for local sections to share info on membership drives, meeting topics, etc.
 - b. Telewebs – plan and schedule them further ahead.
 - c. Provide free telewebs
 - d. Dues collection mechanism, similar to ASSE
 - e. Topic Presenters/Speakers Bureau clearinghouse among local sections.
Can also post requests for speakers.

Meeting was adjourned at 12: 42 p.m.

AIHA Hawaii Section

Treasurer's Report

Board Meeting 6/23/05

Covering Period 12/31/04 through 1/31/05

CHECKING ACCOUNT BALANCE (as of 12/31/04):	\$3822.50
INCOME RECEIVED:	
1/31/05 Interest Earned	0.09
EXPENSES PAID:	
1/14/05 Gordon Biersch Brewery (Annual Installation)	748.27
1/14/05 Sweethearts (Leis for Annual Installation)	59.00
1/14/05 Lita's Leis (Leis for Annual Installation)	62.50
1/25/05 Phone Bill (for January)	29.47
1/31/05 Cancelled Check Return/Service Fee	1.00
1/31/05 BoH Monthly Service Fee	6.50
DEPOSITS:	
1/27/05	740.00
CHECKING ACCOUNT STATEMENT BALANCE (1/31/05):	\$3655.85
SAVINGS ACCOUNT BALANCE (Per 12/17/04 Deposit Slip)	\$2534.51

James M. Peck Jr
AIHA Hawaii Section Treasurer

6/22/05
Date

AIHA Hawaii Section

Treasurer's Report

Board Meeting 6/23/05

Covering Period 1/31/05 through 2/28/05

CHECKING ACCOUNT BALANCE (as of 1/31/05):	\$3655.85
INCOME RECEIVED:	
2/28/05 Interest Earned	0.07
EXPENSES PAID:	
1/27/05 Barbara Germann (Refund on double dues payment)	20.00
1/27/05 iLinc Communications (2/16 Mold/Mycotoxins TeleWeb)	235.00
1/27/05 Jennifer Shishido (Name Tags/Sharpie Pens)	5.97*
2/7/05 Clambake Hawaii (IH Review Aloha Party Caterer)	794.06
2/7/05 MTM Productions (IH Review Party Musician)	200.00
2/11/05 University of Hawaii (IH Review Classroom Set-up Fee)	40.00
2/23/05 Jim Peck (IH Review Misc. Levine Expenses/Pro Bowl/Meals)	976.97
2/04/05 Deposited Item Returned (? Barbara Germann Check?)	20.00
2/04/05 Service Fee (Deposited Item Returned)	5.00
2/25/05 Phone Bill (for February)	29.47
2/28/05 Cancelled Check Return/Service Fee	1.00
2/28/05 BoH Monthly Service Fee	6.50
DEPOSITS:	
2/17/05	165.00
2/28/05	2000.00

CHECKING ACCOUNT STATEMENT BALANCE (2/28/05):	\$3486.95
SAVINGS ACCOUNT BALANCE (Per 12/17/04 Deposit Slip)	\$2534.51

* Corrected Item

James M. Peck Jr
AIHA Hawaii Section Treasurer

6/22/05
Date

AIHA Hawaii Section

Treasurer's Report

Board Meeting 6/23/05

Covering Period 2/28/05 through 3/31/05

CHECKING ACCOUNT BALANCE (as of 2/28/05):	\$3486.95
INCOME RECEIVED:	
3/31/05 Interest Earned	0.09
EXPENSES PAID:	
2/17/05 Humane Society of Huron Valley (donation in lieu of Speakers' Fees (Steven Levine))	1500.00
2/28/05 Steven P. Levine (IH Review Instructor expenses)	1011.64
3/25/05 Phone Bill (for March)	29.47
3/31/05 Cancelled Check Return/Service Fee	1.00
3/31/05 BoH Monthly Service Fee	6.50
DEPOSITS:	
3/24/05	270.00
3/25/05 (IH Review Proceeds from UH Conference Center)	7000.00
CHECKING ACCOUNT STATEMENT BALANCE (3/31/05):	\$8208.43
SAVINGS ACCOUNT BALANCE (Per 12/17/04 Deposit Slip)	\$2534.51

James M. Peck Jr
AIHA Hawaii Section Treasurer

6/22/05
Date

AIHA Hawaii Section

Treasurer's Report

Board Meeting 6/23/05

Covering Period 3/31/05 through 4/30/05

CHECKING ACCOUNT BALANCE (as of 3/31/05):	\$8208.43
INCOME RECEIVED:	
4/30/05 Interest Earned	0.20
EXPENSES PAID:	
3/23/05 Shelley Whelling-Park (Levine Lei/AVA Host Website Fee)	75.00
3/23/05 Jennifer Shishido (Postage Stamps for New Member Letters)	14.40
4/5/05 Jason Carl Hallenborg (Science Fair Award)	100.00
4/5/05 David Lin & John Leong (Science Fair Award)	100.00
4/13/05 Giliw Abenes (Topf TeleWeb Refreshments @ Sheraton)	33.46
4/14/05 Jim Peck (TeleWeb Handout Copies @ Kinkos/etc.)	147.06
Phone Bill (for March)	
Cancelled Check Return/Service Fee	
BoH Monthly Service Fee	
DEPOSITS:	
4/14/05	205.00
CHECKING ACCOUNT STATEMENT BALANCE (4/30/05):	\$7943.68
SAVINGS ACCOUNT BALANCE (Per 12/17/04 Deposit Slip)	\$2534.51

James M. Peck Jr
AIHA Hawaii Section Treasurer

6/22/05
Date

AIHA Hawaii Section

Treasurer's Report

Board Meeting 6/23/05

Covering Period 4/30/05 through 5/31/05

CHECKING ACCOUNT BALANCE (as of 4/30/05): \$7943.68

INCOME RECEIVED:

5/31/05 Interest Earned 0.20

EXPENSES PAID:

5/5/05 Hale Ikena (Leadership 1-2-3 Luncheon Meeting Fee) 250.00

5/5/05 Rachel's Lei Stand (Leis For Visioneers Speakers) 10.00

5/18/05 Bale Restaurant (AIHA Board Meeting Dinners) 44.21

5/18/05 Bale Restaurant (AIHA Board Meeting Dinners) 7.64

Phone Bill (for March)

Cancelled Check Return/Service Fee

BoH Monthly Service Fee

DEPOSITS:

5/6/05 380.00

5/11/05 20.00

CHECKING ACCOUNT STATEMENT BALANCE (5/31/05): \$8032.03

SAVINGS ACCOUNT BALANCE (Per 12/17/04 Deposit Slip) \$2534.51

James M. Peck Jr
AIHA Hawaii Section Treasurer

6/2205
Date