



# **MEETING MINUTES**

## **December 10, 2009**

### **Capital Area Chapter of the Academy of Certified Hazardous Materials Managers (ACHMM)**

#### **Business Meeting:**

@ Highland Grill in the Hershey Links Golf Course  
101 Hanshue Road, Hummelstown, PA 17036

**Attendees:** Scott Ressler, Robert Stockholm, Steve Rowley, Mark Schaffer, Scott Durnin, Robert Smee

- The year end business meeting consisted of an overview of 2009's activities, financial report, website design recognition, 2010 Chapter updates of dues, by-laws, selection of officers and a discussion of potential 2010 chapter activities.
  - 2009 Meetings:
    - Business Meeting: 3/26/09 – Swashbuckler Pub, Manheim
    - Technical Meeting: 6/4/2009 – Lancaster Brewing Company, Hbg. Paxton Creek Watershed Association presentation
    - Technical Meeting: 10/22/09 – Convanta Facility tour, Bainbridge Green Remediation & Energy from Waste
    - Business Meeting: 12/10/09 – Highland Grill, Hershey
  - Chapter Website Launch  
The long awaited website has been launched. Special thanks to Eric Esser for assisting in the design and development of our site. The Chapter presented a \$50 gift card for his efforts. Future addition to the site of Chapter officers' bios was suggested.

- **Financial Report**

Mark Schaffer presented an update on the Chapter's finances.

Prior balance:                 \$1438.90

Expenses:

    Web software         - \$362.42

    Gift Car                 - \$ 50.00

    Dinner                 - \$ 195.12

Year End Balance:         \$ 831.36

Mark will also be preparing the annual tax filing for the Chapter.

- **Chapter Membership**

A review of annual dues submission indicated that the Chapter has 12 members in good standing.

- **2010 Chapter Dues**

The Officers and members present elected to maintain the 2010 Chapter dues at \$30.

- **Chapter Officer Selection**

The members discussed forthcoming officer openings and elected to fill the positions as indicated below.

President:                   Scott Ressler - incumbent

Vice President:            Bob Smee

Treasure:                   Mark Schaffer – incumbent

Secretary:                 Bob Stockholm

Past President:            Scott Durnin

Congratulations to the newly appointed officers and a special thanks to Steve Rowley for his diligent support during his extended tenure.

- **Chapter By-Laws**

Due to the recent re-branding of the national organization the Chapter By-Laws are in need for an update. Scott Ressler will undertake this initiative. He will also investigate if a national AHMP template for by-laws is available.

- **2010 Meetings**

The group discussed possible meeting topics and locations for the forthcoming year. The following ideas were voiced.

**Carbon Footprinting**

**Alternative Fuel – Bio-diesel Plant Tour**

**TMI Plant Tour**

Any member who has a suggestion is urged to bring the idea forward to any officer.

- **Chapter Marketing**

The group also voiced with the website there should be literature on the Chapter that could be distributed through various avenues as other association meetings, trade shows etc. Scott Ressler will initiate the updating of the previous tri-fold brochure.

The meeting was closed with a consensus of a successful year for the Chapter and well wishes to all for the holidays.

*Robert Smee, CHMM, WSO-CSM  
Secretary  
PA Capital Area Chapter*