

**ASSP Gulf Coast Executive Committee
Meeting Minutes**

Meeting Date: 02/04/2021

Members in Attendance: Jeron Quincy, Chris George, Danielle Maassen, Laurie Knappe, Carrie Atkins, Krystle Hodge, Luke Albrecht, James Charo, Ron Sokol

Visitors/Guests in Attendance: Jay Spivak, Adrienne Young

Absent: Leslie McGaha, Doug Rush, Daniel Boreman, Justin Lopez, Johnathan Gonzalez, Melissa Roher, Tash Baksh

Meeting Called to Order: 9:03 AM

ACTIONS OF MEETING

Motion to approve previous Meeting Minutes for January – all in favor, motion approved.

Motion to remove Patricia Reid as Key Executor and Signer from the Wells Fargo accounts ending in 1521 & 7806 – all in favor, motion approved.

Motion to add current James Charo as Executor and Signer from the Wells Fargo accounts ending in 1521 & 7806 – all in favor, motion approved.

Motion to remove all other existing Signers from the Wells Fargo accounts ending in 1521 & 7806 – all in favor, motion approved.

Motion for addition of signers Jeron Quincy & Chris George to the Wells Fargo accounts ending in 1521 & 7806 – all in favor, motion approved.

Motion to provide James Charo with approval to set up checking accounts for the Sections – all in favor, motion approved.

Motion to accept MayDay Marketing contract as presented – all in favor, motion approved.

Section Update

- Energy Corridor: Committee members intend to remain, and virtual meetings will continue
- Energy Corridor: Opportunity for members to join main chapter leadership roles
- North Section: No update - Jeron to reach out to North representatives.

Treasury Update

- Balance totals \$129,845.57
- Wells Fargo account maintenance to be completed prior to March meeting
- Annual budgets are request from each Section
- Plan to create a document for controls agreement with sections

Communications

- No updates - Send Krystle any updates related to our Chapter and/or Members for Social Media posts

PDC Update

- High level overview – may possibly need to have a special meeting within the next week
- May Day Marketing is assisting – suggests entirely virtual event
- In person attendance not feasible due to participant size restriction and budget constraints with social distancing and sanitation protocols
- \$99 fee recommended for attendance
- Option to apply for attendance scholarships for students

Virtual Meetings

- GoTo Meeting account for ASSP – Region 3 account to be used going forward – they have not responded
- Communications Chair/Secretary Chair to manage virtual meetings

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Student Affairs

- First student leadership meeting in a series held 02/04/2021

Meeting Adjourned: 10:12 AM

Next Meeting Date: March 04, 2021 9:00AM

Action Items:

- Work with James on Section banking document – James & Chris
- Get list of individuals for Downtown Section – James & Krystle
- Reach out to Region 3 ASSP for GoTo Meeting - Chris
- Complete Wells Fargo account maintenance as voted - James