



**I. Welcome & Introductions – Bradford**

A. Establish Quorum. – Not established

*Holly Hansmeier	*Courtney Kimball	*Catie Baldrige	*Traci Bradford
*Thomas Beckman			
			*by phone/Teams

B. Approval of Agenda.

**II. Chapter Administrative Business**

A. Secretary Report –Baldrige

- Annual Report due in March. Nearly complete. Will send out to group once draft complete.

B. Treasurer Report –Bergin/Vacant

- No report.

Treasury Action	Deadline
Business License Renewal	12/31/2022
Notice of Change of Officials Filing	Upon election
Statement of Change Filing (Registered Agent)	Upon election
Biennial Report Filing	7/2/2022 (no earlier than 4/2/2022)
PO Box Renewal	2/28/2022
Annual AWMA Directors and Officers Insurance Premium Filing	3/31/2022
2020 IRS Tax Deadline	9/15/2021 extended to 2022
Financial Plan Update/ Review	9/25/2021

C. Student Committee – Jackson/Hansmeier

- Reached out to 9 groups; most have distributed to students.
- Only gotten 1 response so far.
- Holly will send email after March 16<sup>th</sup> about status to make decision.

D. Membership Committee & Communication Committee – Kimball

- No updates.

E. PNWIS Update – Bradford

- Oct 11-13 Cordelaine ID will be PNWIS conference.

F. Leadership Training – In person training will happen starting April 8<sup>th</sup> in Pittsburgh. Catie will send email seeing if any interest in attending.

**III. Chapter Event Planning**

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Chair: Traci Bradford    Vice Chair: Ann Mason    Past Chair: Gretchen Stoddard  
Treasurer: Caitlin Bergin    Treasurer-Elect: Thomas Beckman    Secretary: Catie Baldrige  
Directors: Isaac Jackson, Courtney Kimball, Amanda Dotten, Holly Hansmeier, Chris Lindsey, TBD

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A. Upcoming Year 2022

- McCoy's RCRA.
  - BP Energy center is not accepting reservations at this point.
  - Tom will check to see if the old BP building conference rooms can be used.
- Networking Event – Smoke School April 6 & 27<sup>th</sup> in Anchorage.
  - All microbrews open if people are interested in having something.

**IV. New Business**

V. Next Meetings:

A. April 6

**VI. Meeting adjourned at 12:20**