



**I. Welcome & Introductions – *Baldrige***

A. Introductions

B. Establish Quorum – Catie Baldrige\*, Chris Lindsey\*, Courtney Kimball\*, Holly Hansmeier\*, Jamie Brewer\*, Isaac Jackson\*, Tom Beckman, Sims Duggins, Paul Cooley, Haley Craig, Matt Kale, Johnathan Kamler

C. Approval of Agenda – motion: Isaac Jackson, second: Jamie Brewer, motion carried

**II. Chapter Administrative Business**

A. Secretary Report

- Proposed Action: Approve October 2023 Minutes – motion: Isaac Jackson, second: Holly Hansmeier, motion carried
- Awaiting November 2023 minutes

B. Treasurer Report –*Lindsey*

- Treasury Action Tracker Review – the list is current.
- Financial status.

TREASURY ACTION	DEADLINE	STATUS
Business License Renewal	12/31/2024	Current; 2-year renewal
Notice of Change of Officials	Upon election	Not Current; last updated 10/6/2022 – doesn't reflect new Treasurer appointment
Statement of Change (Registered Agent)	Upon election	Current; last updated 8/22/2022
Biennial Report Filing	7/1/2025	Current; filed 6/26/2023
PO Box Renewal	2/1/2024	Current
Annual AWMA D&O Insurance	3/31/2024	Current
2023 IRS Tax Filing	3/15/2024	Current; deadline extension accepted
Financial Plan Update/Review	4/1/2026	Current

Chair: Catie Baldrige Vice Chair: vacant Past Chair: Traci Bradford

Treasurer: Chris Lindsey Treasurer-Elect: vacant Secretary: Morgan Marinucci

Directors: Jamie Brewer, Isaac Jackson, Courtney Kimball, Amanda Dotten, Holly Hansmeier, Gretchen Stoddard



C. Student Committee – *Jackson/Hansmeier*

- No updates. Considering next student challenge.

D. Membership Committee & Communication Committee - *Kimball*

- No updates.

E. PNWIS Update – *Baldrige*

- Conference:
  - November 11 – 15, 2024 Eugene, Oregon
  - 2025 Idaho is considering.
  - 2026 Alaska – consider and make final decision in January.

F. Bylaws Update – *Baldrige/Dotten/Kimball*

- September 2023 draft markup will be distributed to board members via email for action in January.

G. Elections – *Baldrige*

- Vice Chair & Treasurer-Elect needed
- Reminder: must have current membership to be on board. Please renew if you're lapsed!

**III. Chapter Event Planning**

- McCoy's RCRA training
  - April 30 – May 2, 2024
  - Contract signed. Registration is open on event website.
  - BP Energy Center Reserved

Attendee Type	Early Bird (Before Feb 1)	Regular
Member	\$1,049	\$1,199
Non-Member	\$1,349	\$1,499
Agency	\$1,099	\$1,249

- Other ideas for chapter events – consider webinars, socials, or other events.
  - Lindsey – concerns that inability to fill the board may require us to operate under PNWIS.



**IV. New Business**

A. None.

**V. Next Meetings:**

- January 10
- February 7
- March 6
- April 3
- May 1 or 8? – Move May meeting to May 8 to avoid conflict with McCoy's

**VI. Meeting Adjourned** – motion: Chris Lindsey, second: Isaac Jackson, meeting adjourned 12:28pm.