



I. Welcome & Introductions – *Baldrige*

- A. Introductions
- B. Establish Quorum: Holly Hansmeier*, Courtney Kimball*, Gretchen Stoddard*, Sims Duggins, Jamie Brewer, Morgan Marinucci*, Catie Baldrige*, Isaac Jackon*, Chris Lindsey*, Amanda Dotten*
- C. Approval of Agenda
 - Courtney Kimball moved to approve, Second: Jamie Brewer

II. Chapter Administrative Business

- A. Secretary Report – *Marinucci*
 - Approve November & December 2023 Minutes
 - Courtney Kimball moved to approve, second: Amanda Dotten
- B. Treasurer Report – *Beckman/Lindsey*
 - Treasury Action Tracker Review

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

- C. Student Committee – *Jackson/Hansmeier*



- No updates. Open to ideas to involve students.

D. Membership Committee & Communication Committee - *Kimball*

- Available to post job openings on the PNWIS website

E. PNWIS Update – *Baldrige, others?*

- Conference:
 - November 11 – 15, 2024 Eugene, Oregon
 - 2025 Idaho?
 - 2026 Alaska?

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

- Draft markup sent to board (Kimball). Kimball motions to propose amendment to bylaws. Motion to approve, Gretchen. Second: Jamie. Next step is to review language with committee. Jamie and Chris can do the final review.

G. Elections – *Baldrige*

- Vice Chair: Jamie Brewer has volunteered.
- Jamie's Director Role: Matthew Kale has volunteered.
- Treasurer-elect: Sims Duggins volunteered.
- Reminder: must have current membership to be on board. Please renew if you're lapsed!
 - Gretchen makes motion to approve elections, second: Isaac Jackson

III. Chapter Event Planning

- McCoy's RCRA training
 - April 30 – May 2, 2024; BP Energy Center
 - Registration Open. 6 registrations as of 1/10
 - » Early bird registration ends Jan 31.
 - » Send reminder email
 - Catering?
 - » Previous coffee/tea & snacks
 - Social?
- Other ideas?



IV. New Business

V. Next Meetings:

- February 7
- March 6
- April 3
- May 8

VI. Meeting Adjourned

- Motion to adjourn. Chris, Isaac