



I. Welcome & Introductions – *Baldrige*

- A. Introductions
- B. Establish Quorum
- C. Approval of Agenda

II. Chapter Administrative Business

A. PNWIS Update – *Baldrige, Corbin, Kitchen*

- Host 2026 Conference in Alaska?
- 2024 Conference – Eugene, OR. Nov 13-15
 - Speakers and session chairs needed.
- 2025 Conference – Boise, ID

B. Secretary Report – *Smith*

- Proposed Action: Approve September 2024 Minutes

C. Treasurer Report – *Duggins*

- 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	Last updated 10/6/2022 – does not reflect new Treasurer appointment. Will wait for more people to be appointed/ elected before updating again.
Statement of Change (Registered Agent)	Upon election	Last updated 8/22/2022
Biennial Report Filing	7/1/2025	Filed 6/26/2023
PO Box Renewal	2/28/2025	Current
FY 2023 IRS Tax Filing (5/1/23 to 4/30/24)	3/15/2025	Bassler & Redick CPAs has been authorized to prepare our tax return.
Financial Plan Update/Review	4/1/2026	Current
Cvent Statement Deposit Reconciliation (McCoy’s RCRA training event)	---	Attempting to contact Cvent.



D. Student Committee – *Jackson*

- Any updates?

E. Membership Committee & Communication Committee - *Kimball*

- Any updates?

F. Director & Officer Insurance – *Baldrige*

- Current coverage good until October 18.
- PNWIS not able to get coverage for chapters.
- Discussion of options for chapter going forward.

G. Elections – *Baldrige*

- Reminder: must have current membership to be on board. Please renew if you are lapsed!

Position	Next Term Name	Next Term End
Chair		April-26
Vice-Chair		April-26
Past Chair	Catie Baldrige	April-26
Secretary	Toni Smith	April-26
Treasurer	Sims Duggins	April-26
Treasurer-elect		April-26
Director 1	Matthew Kale	April-25
Director 2	Isaac Jackson	April-25
Director 3	Courtney Kimball	April-26
Director 4	Amanda Dotten	April-26
Director 5	Jamie Brewer	April-27
Director 6	John Pavitt	April-27

III. Chapter Event Planning

- ADEC/EPA Ask a Regulator Event – April 23 (evening) during Title V/NSR workshop (April 22-25)
- Other ideas?



IV. New Business

V. Next Meetings:

- November 6
- December 4
- January 8

VI. Meeting Adjourned