

May 20, 2008 Preliminary NW Chapter NASTT Meeting Minutes

Minutes taken by: Eric Buer

Date: May 20, 2008

Time: 13:30 PST

Members in Attendance:

Duane Strayer, Albert Kwan, Dave Krywiak, Neil Kucharski, Dan Willems, Jason Lueke, Jack Burnam, Michelle Ramos, Eric Buer

Next Scheduled Meeting: September 16, 2008 13:30 PST

Time	Subject
13:40	Notes on previous minutes discussed. Minutes reviewed over phone.
13:41	Motions to approve minutes
13:42	Motion seconded, minutes approved unanimously
13:45	Motion is made to approve meeting agenda, is approved unanimously
13:46	Present officer positions for the NW Chapter are reviewed: Past Chair: Kim Staheli Chair: Albert Kwan Vice-Chair: Michelle Ramos Secretary: Eric Buer
13:48	-Update on chapter split and formation of Pacific Northwest Chapter. Bylaws were sent for review to Washington State members. Alberta will review Bylaws for PNW Chapter once finalized within WA State -NASTT headquarters is already aware of split, and will be provided with a copy of the new Chapter Bylaws once they are approved by the existing NW Chapter -Proposed timeline to submit bylaws is prior to next board meeting at NASTT headquarters, but this is seen as somewhat short notice. -Agree to send notice to NASTT headquarters that the split will be completed by September, 2008
13:56	Clarification of approval sequence is requested. Sequence that is agreed upon will be member approval of PNW Chapter bylaws by existing NW Chapter members followed by NASTT headquarter approval.
14:00	-Once membership and headquarters have both approved bylaws, existing NW Chapter members will vote to make the split effective. -This will be followed by approval by the membership of the NW and PNW Chapters to reduce the NW Chapter boundaries to Alberta, leaving WA State as the PNW Chapter. -Each new chapter membership then approves their bylaws.



14:05	<p>-Discussion returns to timeline of split. Michelle Ramos has already made preliminary changes to existing NW Chapter bylaws and will make additional changes to formulate new PNW Chapter bylaws shortly</p> <p>-New bylaws for both Chapters will be sent out for review by NW Chapter membership shortly.</p>
14:07	<p>-Finances of chapter split are addressed.</p> <p>-NASTT publication proceeds will remain with WA State (PNW Chapter) to help seed the new chapter and assure a healthy financial start.</p> <p>-Existing funds held in the Alberta accounts will remain with Alberta following the split (new NW Chapter).</p> <p>-Headquarter annual funds are currently deposited into the Edmonton Account (primary working account for existing NW Chapter). The 2008 funds will still go to the Edmonton (NW Chapter) account.</p>
14:12	<p>-Members agree that a clean financial split is in all membership's best interest and will make the split easier.</p> <p>-As such, funds in existing accounts do not need to be apportioned or redistributed as part of the split.</p>
14:15	<p>-Motion to allow existing funds to remain in their current accounts is made.</p> <p>-PNW Chapter will retain Seattle account, NW Chapter will retain Edmonton and Calgary accounts as well as 2008 annual payment from NASTT.</p> <p>-Motion is approved unanimously</p>
14:17	<p>-Alberta will retain the rights to the NW Chapter name, Washington proposes to be called the Pacific Northwest Chapter of NASTT</p>
14:18	<p>-Motion to approve Alberta retains existing NW Chapter title</p> <p>-Unanimously approved</p>
14:20	<p>-Website discussion.</p> <p>-Alberta will keep existing NW Chapter Website.</p> <p>-PNW Chapter will set up new site that will be piggybacked off STC site until hosting services are arranged.</p>
14:21	<p>-Magazine Update.</p> <p>-Magazine publisher prefers to have 2 publications so that advertising can target tighter regions than present chapter allows.</p>



	<p>-Agreed to publish 2 separate magazines which will share technical articles but retain local advertising.</p> <p>-Revenue from each publication will be retained by the respective region.</p> <p>-Michelle Ramos will call Jason Lueke and Patty O'tool to coordinate publication submittals.</p> <p>-Article exchange will be arranged.</p>
14:25	<p>-New Activities update</p> <p>-Edmonton will be putting on new installations course in June.</p> <p>-Seattle expects to host symposium on trenchless construction sometime in December 2008.</p>
14:33	<p>Next meeting is scheduled for September. Letter to NASTT headquarters will be sent before end of June by Albert.</p>
14:34	<p>-Motion for next meeting time to be September 16, 2008 at 13:30 PST</p> <p>-Motion approved unanimously, meeting concludes.</p>

These minutes are preliminary and subject to revisions and approval. If you have questions or revisions please contact [Eric Buer](#) or [Michelle Ramos](#).

