**NRASP Minutes**  **April 11, 2019**

**In Attendance:**

Chuck Ulrich, Dale Larson, Becky Herrold, Ashley Mund, Melissa Olheiser, Rodger Schmidt (via phone)

Absent: Matt Weis, Kody Olson, Randy Niles, Andrea Jensen

Board meeting was called to order at 3:32 pm by Chuck Ulrich

**Approval of Minutes**

Ashley Mund made a motion to approve the minutes from the March 14, 2019 meeting which were previously approved via email. Seconded by Melissa Olheiser. Motion carried.

**Treasurer Report**

Financial reports for March were emailed to the Board. Further discussion tabled.

**Membership Report**

No new members

**Presenter Evaluation**

No presenter evaluation results to review. Will shift responsibility of sending Surveys to Communications Committee going forward.

**Future programming:**

 April – Vision Zero – Dan Donlin

May – ND WSI – Slip/Trip/Fall program incentive – Ashley Mund

June – open – ABC speaker?

July – ASSP speaker – reach out to Leif – tentative Fargo Ergonomics

Consider looking into speaker for WC fraud.

**Community Outreach/Scholarship Committee**

Committee decided to offer 3 $1,000 scholarships with an application deadline of May 1. A flyer is being developed to promote – Robyn to share with group. Once flyer created/finalized, group to promote/share with H.S. counselors, NDSCS Career day, NDSU, MSU, construction classes at high schools, construction companies, safety committees, and small construction engineer groups. Andy St. John mentioned interested in chairing the Community Outreach/Scholarship Committee.

**Annual Conference Committee Update**

2019 Conference dates are December 3 and 4. Keynote for day 1 is Mark Lindquist and has been approved by ND WSI for grant. Committee still on hunt for a day 2 keynote. There are representatives from both ASSP and ABC assisting on the Conference Committee. The Conference will be 2 full days and breakout sessions have been changed from 1 hour 45 minutes to 1 hours 15 minutes which adds an additional time slot.

Sponsorship tiers are set up as follows:

* $200 – exhibitor – logo only displayed in brochure
* $500 – sponsorship includes 1 registration and ½ page ad and signs throughout conference
* $1000 – sponsorship includes 2 registrations and full-page ad and signs throughout conference

Vendor passport was successful to get members to visit vendors. Jennifer working on obtaining a quote. Discussed having a company sponsor the keynote but decided against just in case the speaker is not very good – do not want it to be reflected on the sponsor. Reviewed breakout topics. Conversation held with NDSC to play a larger role with the conference – no level commitment has been made to date.

**Golf Outing Committee**

Committee is working on redoing games. The golf outing is scheduled for July 23 at Village Green and will be an 18-hole event. Committee working on obtaining vendors/sponsors to man the holes rather than NRASP members. Considering a start time or 1pm or earlier, depending on number of golfers and sponsorship interest for the lunch. Committee will create survey to send out by May 1. Working on sponsorship levels and co-branding event along with discussing fees. Next committee meetings scheduled on May 3 at 3pm at Golf Addiction.

**Communications Committee**

Committee is focused on researching clothing for Board and Committee member gifts along with ideas of a gift for membership, getting a banner created and obtaining name tags for Board or Committee members to use when working a booth. A suggestion was given to send a monthly email blast reminding members of upcoming events and/or welcoming new members. Committee will create an email for Board to review prior to each monthly meeting.

Communication Committee follow-up items:

* Change scholarship application file name on website (remove 2013 date)
* Update scrolling banner on website – enter information about scholarship and dates of golf outing and conference
* Get description of new logo to put on website

**ASSP & ABC Partnership**

Chuck to create a formal agreement that defines expectations of partnerships. Chuck will invite Leif of ASSP and Jennifer of ABC to meet before May’s Board meeting to discuss partnership expectations.

**Meeting Registration Issues**

Resolved. Note to send renewals sooner than January of current year.

**Strategic Planning**

Rodger suggested group take a different route as his contact will not be able to assist – Next meeting will discuss suggestions for a strategic plan.

Next Board meeting will be
May 9, 2019 at 3:30 pm at McNeilus Steel – 1590 47th St N – Warehouse Conference Room

Dale Larson made a motion to adjourn, Melissa Olheiser seconded. Meeting adjourned at 4:41 pm

Respectfully submitted by Becky Herrold, NRASP Board Secretary