



**Region VII Board of Directors Meeting  
St. Louis - 0800 hrs  
April 19th, 2007**

**Present:** Jon Alexander, John Izzolena, Brandon Maas, Carol Schwartzkopf, Cheri Delehant, Dan Cruse, Ken Metveia, Alex Tomash  
**Absent:** Shashi Patel, and Matt Gaines, Monty Gartin, Leland Green, Kay O’Neal,

**Meeting brought to order by Jon Alexander at 0804 hrs.**

Welcome to all and a great turnout for the meeting.

**March 2007 Meeting Minutes**

Reviewed with no discussion  
Motion to accept by Dan Cruse  
Motion 2<sup>nd</sup> by Carol Schwartzkopf  
Vote: Unanimous: Motion carried

**Treasury Report - John Izzolena**

The summaries below highlight the Region VII Voluntary Protection Programs Participants’ Association (Chapter) monthly and quarterly financial activity through March 31, 2006:

<b>FINANCIAL SUMMARY</b>		
<b>March 31, 2007</b>		
	<b>February 28, 2007</b>	<b>March 31, 2007</b>
Beginning Balance	\$44,899.50	\$46,007.42
Revenue	1,635.00	850.00
Expense	527.08	2,195.20
Ending Balance	\$46,007.42	\$44,662.22

Expenses included conference speaker prizes, grand prize, and office supplies.

Motion to accept the report by Brandon Maas  
Motion 2<sup>nd</sup> by Cheri Delehant  
Vote: Unanimous: Motion carried

## **Committee Reports**

### **By-Laws - John Izzolena**

There was no activity for the By-Laws Committee during the month. A summary of By-laws revision will be presented to the Chapter membership and voted on for approval at the Region VII Conference in St. Louis, MO on May 22, 2007.

### **Conference Planning - Carol Schwartzkopf**

Conference planning well ahead of schedule  
22-vendor booths reserved to-date 2 open spaces  
38 attendees have signed up for the cruise, 9 from the board  
The cruise was reserved for 170 people. Action- this needs to be promoted to participants of this year conference.  
Sponsorship- \$4200 in donations to date, \$1000 donation from Rockwell Collins  
Monsanto has donated the use of the audio and visual equipment  
National Enzyme provided a banner and the maintenance department built two ballot boxes to use at this years conference and future conferences  
If possible bring company items for prize at the conference

### **The committee reviewed the following with the board:**

Vendor booths are assigned  
Betty is working on a letter to the speaker and monitors  
All conference gifts have been purchased  
As of 4/5 approximately 150 people have signed up to attend the conference  
Room discount at hotel closes on 4/25  
PowerPoint slides to be created containing information on 13 companies who are looking for mentors  
Include names of companies looking for mentors during the Business Meeting  
Tuesday, May 22<sup>nd</sup>  
21% Increase in VPP Sites in Region 7  
Cheri will send e-mail blast regarding hotel room block expiring on 4/25  
Hazelwood Central High School from St Louis to perform at conference opening meeting  
Hold a moment of silence for lost colleagues and the men and women serving in the armed forces  
Hazelwood Central High to sing God Bless America  
Color Guard and Hazelwood Central High to sing National Anthem  
7 banners will be displayed for companies who contributed to conference  
Frito Lay to sponsor snacks for conference attendees. It was decided to place provided snack in conference bags

Omaha Steaks will provide several gift certificates; will need to know monetary value. If donations exceed \$250 companies will be recognized at the conference  
Alex to contact a few vendors to possibly fill remaining vendor booths

**Mentoring - Ken Matveia**

Currently a lot of mentoring activity

Recent activity includes;

Cedar River Paper- Larson Door 2 Locations, Clow Valve  
Monsanto- Pitney Bowes, Lapetite Daycare, Boeing, Scott Air Force Base, Conoco Phillips, Oklahoma City  
Rockwell Collins-Larson Door, 2 Locations

**Workshops - Carol Schwartzkopf**

No workshop at Safety Council of the Ozarks Conference in the Fall 2007

**Communication - Brandon Maas**

1150 hits on website

Brandon has established a slide show of pictures for the conference, send Brandon pictures from facility events from Region VII if available to include in the slide show

Photos will be taken at the conference and slide show updated

Betty will bring a digital camera

**Membership -Jon Alexander**

No Activity- The focus for 2007 has been to establish Policies and By-laws. Focus for 2008 will be on membership

**Nomination - John Izzolena**

Solicitation for the Board of Director occurred on March 26<sup>th</sup>. The status of recent Board appointment nominations was discussed.

Positions filled:

Contractor/Construction Representative - Dan Cruse, Ryan & Associates

Director-at-Large - Alex Tomash, Rockwell Collins

Executive Board Positions up for Election:

Vice Chairperson - Carol Schwartzkopf, National Enzyme Company

Secretary - Alex Tomash, Rockwell Collins

Two Chapter Board positions remain open:

Labor Representative from a Site without a Collective Bargaining Agreement

Director-at-Large

The deadline for submittal of nomination information is Monday, April 9, 2007. Nominations received after the deadline will not be accepted. Any election

nomination not received prior to the deadline may be made from the floor during the annual meeting of the membership at the conference. Ballot template received from National VPPPA and will be used at the Region VII Conference.

Nomination Conformation letter to be sent on Monday April 23<sup>rd</sup>.

### **Awards and Recognition - Dan Cruse**

Dale Randall Traveling Award Update. A photo of Dale will be engraved on the plaque. The name of the company who is presented with the award will be included. The award will be presented at the conference. An additional award will be given to the winning company to keep. For the first year of this award three companies were nominated to receive the award. The three companies nominated include CF Industries, Eaton Corporation and Superior Industries. Star Sites- Awards will be presented to approximately 20 companies to received recognition for their reaching VPP status.

### **Old Business**

Jane Whillock Expenses- Jane is the National Safety Council Office Manager in Missouri. Jane has a great deal of conference planning experience and was asked to assist with the Region VII Conference. It was recommended that the Region assume all expenses incurred by Jane while performing conference planning activities.

Motion to cover expenses for conference planning

Motion 1<sup>st</sup> by Carol Schwartzkopf

Motion 2<sup>nd</sup> by John Izzolena

Comments- Point of clarification by Jon Alexander to define what is included in the expense. Travel, Lodging, Meals and Miscellaneous Expenses items at the discretion from the Board of Directors will be covered for Jane Whillock.

Vote: Unanimous: Motion carried

### **New Business**

Issue - Suggestion to national board to establish accounting audit guidelines for regions to complete an audit by an independent third party and submit information to the national board. Suggestion for audit to occur before membership rebates is issued. Action - More discussion on this issue is needed. This topic will be tabled until after the conference.

Passing on of Historical Data - It was noted a process needs to be established to capture meeting minutes, Treasury records and other documentation so it can be presented to new board member and hold a formal record.

Region VII Update - Jon Alexander mentioned he would like the Board of Directors to review the update for the Leaders Magazine. Please respond by e-mail with any comments.

Booth at National Safety Council Conference in Branson, Missouri September 25<sup>th</sup> - 28<sup>th</sup>.

Motion to host a booth at the Safety Council of the Ozarks Conference

Motion 1<sup>st</sup> Carol Schwartzkopf

Motion 2<sup>nd</sup> John Izzolena

Vote: Unanimous: Motion carried

Discussion:

Should National Safety Council host a booth at future Region VII VPPPA Conferences. More discussion to follow.

**Next Meeting**

Conference call Friday May 11<sup>th</sup> 8:30 - 9:30

Face-to-Face meeting at annual conference in May

Meeting adjourned - 0910 hrs

Respectfully submitted,

Alex Tomash