

Wyoming Environmental Health Association  
Board Meeting  
**June 29, 2011**  
Room 126, Oil & Gas Conservation Building  
Casper, Wyoming

1. Call to Order
  - a. The meeting was called to order at 11:06 A.M. by President Neal Bloomenrader.
2. Secretary's Report
  - a. Tiffany Gaertner made a motion to dispense with the reading of the minutes.
  - b. Neal Bloomenrader seconded the Motion
  - c. Motion passed.
3. Treasure's Report
  - a. Tiffany Gaertner reported that WEHA has \$29,088.44. The savings account has \$20,550.12 and the checking account has \$8,900.32.
  - b. Terrie Leitchweis made a motion to accept the Treasure's Report.
  - c. Neal Bloomenrader seconded the motion
  - d. Motion passed.
4. Committee Reports
  - a. AEC—2010 AEC -- Joe Martinez reported that it is complete.
  - b. Awards—No Report
  - c. Education
    - (i) Food Safety—No Report
    - (ii) Swimming Pools/Spas—Discussed the Palin Test Kit.
    - (iii) Child Care—No Report
    - (iv) Small Water/Wastewater—No Report
  - d. By-Laws/Resolutions—No Report
  - e. Public Relations—Discussed having the Vice President fill this position as part of their duties.
  - f. Legislative—No Report
  - g. Newsletter Editor—Tiffany Gaertner is requesting any pictures or articles for the news letter.
  - h. Archives/Scrapbook—No Report
  - i. Membership—Gained one new member. As of the meeting only four people needing to renew membership.
5. Old Business
  - a. New Internet Website—Almost completed the new website. Need to still add the Food Coalition icon and website. The new website should go on line next week.
  - b. Merchant Account—Needed a three year contract to get it and a fee would be charged for having it on line. Will register the old way for the 2011 AEC. Maybe use PayPal at a later time.
  - c. 2011 NEHA Representation—No new information.

6. New Business

- a. 2011 AEC Speaker Schedule—The schedule is full and there might be two extra speakers from UW.
  - (i) Hilton Catering & Accommodations—Send a reminder to everyone that they need to make their reservations. 23<sup>rd</sup> of August is the last day for the reservations. At this time there are only six reservations.
  - (ii) Next Payment— The contract states that by the 15<sup>th</sup> of August, a check of \$1500 needs to be sent to them. The final payment is due the day after the event.
- b. Committee Reports for AEC 2011
  - (i) Registration—Bags will be paper folders. CHS has note pads and folders left over from the WDA conference. Need two different colored tickets for the Banquet.
  - (ii) Speaker Gifts—Jamie reported that the engraved Pen & Paper sets which a costly. The Wyoming Baskets could be had for \$25. There are going to be 13 speakers at the AEC. Will try and make the baskets gender specific.
  - (iii) Presentation Equipment—Neal will bring the projector, extension cords and an easel
  - (iv) Field Trip Transportation—Roy McManis will bring the 15 passenger van. Dean will have to sign off for the van.
  - (v) Silent Auction—Ben and Doug already have a few items.
  - (vi) Banner—Lea is believed to have the banner and she will be contacted so that it can be taken to the AEC.
  - (vii) Exhibitors—None so far
- c. WFSC & WEHA Meeting Business Agendas—They will have own agenda for the meeting.

7. Other Business

- a. Annual Budget for last year we had \$15,051.84 for income. The expenses were \$5,749. We actually made around \$1000 and the rest of the money was from the closing of the Smith & Barney account. This money will be taken off and placed in another category because it is not income.
  - b. Discussed having an Audit of our accounts. This will be put up for discussion at the General Membership meeting.
  - c. IAFP—We do not currently have a member. In the Policy and Procedures it states that in order to send a representative, they would have to be a member. We never send a representative to the meetings. We will continue to be a member but will not send a representative to the conference.
8. Next Meeting—Will be the General Membership Meeting on September 14, 2011

9. Adjourn

- a. Tiffany Gaertner motioned for adjournment
- b. Terri Leitchweis seconded the motion.
- c. Motion passed.