

Wyoming Environmental Health Association  
General Membership Meeting  
Friday, January 21, 2011 11:00A.M.  
Room 125, Oil & Gas Commission  
Casper, Wyoming

1. Call to order
  - a. The meeting was called to order at 11:06 am by President Neal Bloomenrader.
2. Secretary's Report
  - a. Joe Martinez made a motion to dispense with the reading of the minutes.
  - b. Terri Leichtweis seconded the motion.
  - c. Motioned passed.
3. Treasure's Report
  - a. Terri Leichtweis submitted the report for Tiffany Gaertner and stated that they closed the Smith Barney Account and that it had \$7,675.34. The account was closed before the service fee was placed on the account. The account had earned \$10 and the fee was going to be \$75. The end of year total for both accounts was \$29,868.46. The expenditures for last quarter were \$384.
  - b. Tiffany Gaertner made a motion to accept the report.
  - c. Joe Martinez seconded the motion.
  - d. Motion passed.
4. Committee Reports.
  - a. 2010 AEC report from Joe Martinez. They have been trying since December to get the final numbers from the MEHA Treasurer. MEHA was waiting for some members to pay and to renegotiate the online registration fee from the conference. WEHA will probably get some money back but Joe doesn't know how much yet. Joe and Terri are having problems getting any answers on where the final numbers stand from MEHA. We still need the breakdown of the expenditures for our own information. The budget is on hold awaiting this information. We already received \$909.50 from the silent auction and raffles. Neal suggested that we use April as a deadline so that we can get our budget done.
  - b. Awards-Linda Stratton gave a report to Neal stating that nominations for awards are still needed.
  - c. Education
    - i. Food Safety—No report
    - ii. Swimming Pools/Spas—Neal read a report from Chelle Schwope. On 22 Feb 11 the Pool variance committee was going to meet in Casper. They were still working on reviewing the rule. Chapters 1 -7 are reviewed and Chapter 8 is currently being reviewed.
    - iii. Child Care--Stephanie Styver had no report.
    - iv. Small water/Wastewater—Roy Kroeger had no report
  - d. By-Laws/Resolutions—Gary Hickman had no report
  - e. Public Relations—vacant

- f. Legislative—Dean Finkenbinder reported that the Food Freedom Act and the raw milk act failed.
  - g. Newsletter Editor—Tiffany Gaertner released the latest news letter in January.
  - h. Library—Jamie George had no report
  - i. Archives/Scrapbook—Lea Zeitlin had no report
  - j. Membership—A letter is needed to get sustaining members. Neal suggested that we send an invite to the Wyoming Rural Water Association to becoming sustaining members. We currently have two sustaining members.
5. Old Business
- 2010 AEC was already covered earlier in the meeting
  - a. Posting of new mission statement needs to be placed letter head. The old letter head will be used until it is out.
  - b. Banking change—Terri and Joe will be going to Bank of the West to close it out and then to Wells Fargo after the meeting to open the account. The Well Fargo has no fee for 100 or less transactions per quarter.
6. New Business
- a. Library—Current library has very little useful information and the internet allows for easy access to it. No information from the library has been used for some time. They want to get rid of the library except for the archival material.
    - i. Tiffany Gaertner gave a motion to dispose of any unnecessary and unused material from the library.
    - ii. Terri Leichtweis seconded the motion.
    - iii. The motion passed.
  - b. Linda Stratton asked if WEHA would sponsor the FDA class in Casper for the 3<sup>rd</sup> and 4<sup>th</sup> of May and charging \$10 per person.
    - i. Joe Martinez motioned to have WEHA sponsor this event.
    - ii. Tiffany Gaertner seconded the motion.
    - iii. The motion passed.
  - c. Committee for AEC 2011—Chelle was asking to work with the catering. Linda, Dawn Helms, Neal, Mike Dart will work on speakers committee. Stephanie volunteered to help anyway she can.
  - d. 2011 WEHA AEC--An AEC meeting will follow the WEHA meeting. We are currently contracted with the Hilton Garden Inn in Laramie. We will pay the deposit. Still need to come up with a projected cost with a break point around \$3500.00. Joe suggested asking WEHA members for volunteers and any suggestions for possible committees for the conference. It was agreed to further discuss this in the AEC meeting.
  - e. Honorary Membership protocol—Neal suggested that something should be given to longstanding members who retire. He is suggesting that a policy is adopted to ensure this. A draft will be made and will be voted on at the next WEHA meeting.
    - i. Terri Leichtweis gave a motion to add a section 14 to the Policy and Procedures addressing protocol for retiring members.
    - ii. Tiffany Gaertner seconded the motion.
    - iii. Motion passed.
  - f. Website—WEHA is currently paying \$20 a month to Wyoming Network who hosts our web site but that all work is done by Roy. Roy has asked not to do the work

anymore. Wyoming Network could do the work for an additional \$10 a month. Roy also talked about updating the web site. The changes would be \$50 a page at 18 pages and would come to approximately \$900. It was felt that some of the pages could be eliminated and reduced to 10 pages. They could also set up the web site to take credit cards transactions. It would be \$50 a certificate and would be about 3 pages. We would also need an account to accept credit card transactions. Joe mentioned that he was approached about a person in Casper who had offered to also update the web site. Joe was suggesting that we contact this person to have more than one quote for the updates and upkeep of the website. Joe will be charged with contacting the person in Casper on the website. The information will be gathered and presented at the next WEHA meeting.

7. Other Business

- a. No one yet has asked to go to the Annual NEHA conference in Ohio. A candidate needs to submit a request to the Food Safety Council in case they need to allocate funds. The President usually goes but Neal has declined to go this year.
- b. The card and flower fund was found in previous notes and was decided to also be include in the draft retirement policy

8. Next Meeting

- a. The next meeting will be 11 April 2011 at the Laramie County Health Office in Cheyenne.

9. Adjournment

- a. Joe Martinez gave a motion to Adjourn
- b. Tiffany Gaertner seconded the motion.
- c. Motion passed.