

NEBSA Board Minutes – 01/24/2017

Approve Minutes On:

Present: P. Arokiaraj, D. Felis, J. Healey, K. Joseph, R. O'Keefe, M. Sabolefski, C. Tafoya, J. Tonkiss,

Absent: A. Sallee, B. Parsons

1. NEBSA Board Meeting Schedule
 - a. The Board discussed monthly meeting times
2. ByLaws & SOP Updates (Despina)
 - a. The following updates were voted in 2016 to be updated in the ByLaws & SOP. This is currently in process:
 - i. Webmaster Board Position Term to overlap one year
 - ii. CM Points for NEBSA Members - Membership Coordinator will oversee this process
3. Taxes Status Update (Mary & Despina)
 - a. Mary and Despina met to review taxes status. The organization needs to file a Title of Incorporation, review income and expenses for the last 4 years and file with IRS. Mary and Despina will meet again this week to determine next course of action.
4. NEBSA Board Plan for 2017
 - a. Annual Symposium (start looking at locations & dates) – All
 - b. Communication/Outreach to Universities & Colleges
 - i. Evaluate material for displays for Career Fairs, venues to advertise career path, help students build professional connections (Rhonda)
 - c. Communication/Outreach to Towns/Cities to help with Ordinances – (Pari)
 - d. NEBSA Poster or Paper for ABSA Conference
 - i. Topic – LAI's, What is the actual rate? Working hours? Population? Near Misses? BBP potential exposure? Survey through NEBSA – Confidential
 - ii. Reporting – Good examples of how to implement/manage this
 - iii. Draft proposed questions (Mary & Jessica)
 - e. Biosafety 101 in collaboration with Mass Bio Council potential option (Betsy & Christine)
 - f. Interactive Learning/Networking Event – to be determined (Christine, Despina, Jessica)
 - i. Biosafety Game Night
 - ii. Movie Night
 - iii. Biosafety Professional Speed Networking Event – talking points for attendees
5. Other Business
 - a. NEBSA table cloth & banner (Christine)
 - b. Meeting Minutes – will be approved at next meeting and then posted online.