

NEBSA Board Meeting Minutes – February 12th 2019

Board Members Present: D. Felis, M. Sabolefski, B. Greene, A. Sallee, J. Healey, R. O’Keefe,
K. Joseph, B. Parsons, L. Mark, P. Arokiaraj

Board Members Absent: J. Tonkiss,

AGENDA

- I. Symposium Feedback - <https://www.surveymonkey.com/results/SM-FJHWLCQDV/>
- II. BL-3 Workshop Feedback - <https://www.surveymonkey.com/results/SM-W7H5MCQDV/>
- III. Social Media Coordinator Role Overview & Discussion
 - Last Month’s Brainstorm Session Ideas:
 - NEBSA accounts should post a few times a week
 - Generate monthly topics
 - Symposium – agenda/selected presentations/etc.
 - Post pictures from symposium or other NEBSA events
 - Job postings
 - Other affiliate information – webinars, meetings
 - Relevant biosafety trainings in the area
 - News from NEBSA
 - Board can forward topics to the coordinator
 - Slack – project management software tool
 - <https://slack.com/>
 - Bill will review
 - Google platform
 - Google+ is being shut down
 - Username/password – Despina send to Bill - add as admin
 - Facebook
 - LinkedIn
 - Twitter
 - Instagram?
- IV. Budget Summary Overview (Mary)
 - Carryover budget from 2018: \$23,682.23
 - i. 2018 Income: \$14,988
 - ii. 2018 Expenses: \$12,302.53
 - Potential Budget Items for 2019
 - i. Seminars
 - ii. Workshops
 - iii. Scholarship - \$
 - iv. Networking event
 - v. Job Fair

- vi. Biosafety Career Fair
 1. Collaborate with other organizations (e.g. SP, MassBio)
- vii. Conducting BSC Certification Training (E.g. Eagleson) – EN Standard, Demo with real cabinet, interactive
- viii. Larger gift for symposium attendance (e.g. gift certificate for a class)
- ix. Webinar – short courses

V. 2019 NEBSA Board Goals

- Mentoring Program – (Rhonda, Mary, Pari) – offer again, \$ for social events
- Scholarship - (Betsy/Rhonda/Jessica) – develop form and invisible webpage
 - i. Google Form – automatic spreadsheet
- Symposium – September
 - i. Set location and date – Broad, Star Center
 - ii. Speakers
 - iii. Shipping Training – who was this?
 - iv. BL-3 Workshop or other workshop
- Import/Export, Shipping Training

VI. Elections – nomination requests in May?

- i. Available positions – President, Councilor(s), Treasurer, Secretary,
- ii. Update the bylaws – appointed positions, terms in one position – Despina
- iii. Discuss whether or not past board members can run for a different position on the board.

VII. New Business

- Minutes – catch up on these – Despina & Jessica
- Plan for our NEBSA Dinner – April