



**Board Meeting  
Teleconference  
February 17<sup>th</sup>, 2011**

**OFFICIAL MEETING MINUTES**

**1. Call to Order:**

Ray Barbieri called to order the meeting of the MBCEA-NEC board at 4:33 pm.

**2. Roll Call:**

In attendance: Ray Barbieri (RB), John Nicholson (JN), Keith Wentworth (KW), Marty Barnes (MB), Dave Taylor (DT), Lori Reynolds Morrow (LRM), Alan Nunes (AN), Steve Webster (SW), Pat Riess (PR).

Absent: Peter Flewelling (PF); John Iveson (JI), Jeff Mullaney (JM)

Note: While Mullaney is not a board member, from the issue of these minutes forward, he will be copied on all.

**3. Anti Trust Statement:**

Ray Barbieri acknowledged the Anti-Trust Statement and was accepted by all present.

**4. Approval of Minutes from Last Meeting:**

Minutes of the January 20th board meeting were reviewed and accepted as distributed.

- Alan Nunes made a motion to accept the minutes. John Nicholson seconded the motion.

**5. Financial Report:**

- Checkbook activity as noted in Treasurer's report emailed to the board 2.17.11 with note of one half of the proceeds from the bowling tournament were donated and an additional \$50 in Bob Fiset's name at his request.
- All in favor of balance.

**6. Business to Discuss:**

**A. By-Laws Update:**

- KW states that Tim Barnes says we are all set with regards to non-profit status.
- RB to forward letter from JN to KW
- KW has the latest version of By-Laws and will be distributing that to the board for their review.
- Once reviewed by board, will then be put to the NEC contractor membership for approval.
- By-Laws then to be incorporated into book and placed on website.

**B. Website Update:**

- LRM was advised that when submitting Minutes to web designer for placement on site, need to remove mention of the actual checkbook balance.
- SW explained privacy situation that will be addressed at the national meeting and will relay any needed action to be taken to the board following national conference.

**ACTION:**

- Old action: Bios still need to be completed by board members and posted on website.
- Old action: RB to do new president's letter.
- RB and LRM are to strategize the to-do list for website updates.

**C. Newsletter**

**ACTION:**

- Alan to update Golf Tournament information and upcoming events for next issue.
- Newsletter to be in one page format; pdf that can be attached to email blast and posted at website.
- Issues will be named for the seasons, i.e. Winter, Spring, Summer, Fall
- Next issue (Winter) will have Golf date; pics from national meeting – target release date is mid-March.

**D. Schedule:**

**March 23<sup>rd</sup>, 2011 Chapter Training Event**

- TOPIC: Crane signals and rigging in response to the new Federal law effective November 8<sup>th</sup>, 2010.
- Location: Holiday Inn – Marlborough, MA

**ACTION:**

- RB to research Adam Drummond availability for the 23<sup>rd</sup>.
- Food will be “break only” type from the Holiday Inn catering service.
- Katie will work with Holiday Inn on reserving room, food and contracts.

**2011 Schedule of Events**

- RB did not get responses from all Board Members, will be redistributing – see Action.

**ACTION:**

- RB to distribute copies of “Topics for Upcoming Meetings” and asks that board members return their TOP THREE asap.

**Golf Tournament – July 21<sup>st</sup>, 2011**

- Location - North Conway, NH
- Goal is to keep costs at \$100 all inclusive.

**ACTION:**

- Target date: “Save The Date” by end of February.
- PR to research available hotels in North Conway and report back to RB and JM within 10 days.
- At July 2011 tourney, RB to query attendants as to 2012 tourney in metro Springfield ma.

**E. MBCEA-NEC Committees:**

- Ray will ask current members if they are interested in joining one of our committees.

• **Membership Services & Benefits/Education/Training:**

- Keith – Chair; John Iveson and Dave Taylor
  - Keith to host over the next few months conference calls with JI and DT.

• **Membership Recruitment/ Marketing/ Public Relations:**

- Lori – Chair; Alan Nunes, Dave Taylor
  - LRM to be in email contact with AN and DT, followed by conference calls.

• **Executive Finance/Fund Raising/Grants/Strategic Planning:**

- John Nicholson – Chair; Ray Barbieri, Marty Barnes
- Lori to assist on Fund Raising

**F. National Committee: Steve Webster, Ray Barbieri and Marty Barnes (Pat Riess to be approached for work on this committee)**

i. Apprenticeship Program

- SW reports that Bob Ketenbrink donated \$8500 to this program.
- Plan now is to get DVD up and running on national's website.

ii. 2011 National Convention

- February 24-26 at the Hilton in the Walt Disney World Resort, in Orlando, FL.
- Ray, Marty, Steve and Keith are attending.
- SW reports that with pre-registration way down, they have discounted fees for locals; golf at 30 ppl, currently 60 preregistered conference attendees; great speakers.
- At national convention, they will be discussing website privacy issues and SW will report back to NEC.

**NEW BUSINESS:**

- Ray B and John N – strategic planning to be distributed for comment from the board.
- DVD – needs teacher's manual and curriculum.

***Outgoing President Keith Wentworth's To Do List:***

- Send Ray, Katie and Lori info on our Gmail account and Google docs
- Send Sturbridge and Marlborough property info to Katie and Lori

**ADJOURN:** Being as there was no additional business to come before the board, the meeting was adjourned at 5:18pm

Minutes respectfully submitted by: Lori Reynolds Morrow



## **2011 CALENDER OF EVENTS**

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**January 20<sup>th</sup>, 2011**  
**Bowling Night for Charity – PinZ, Milford, MA**

**February 17<sup>th</sup>, 2011**  
**Board Meeting – Conference Call**

**February 24<sup>th</sup>- 26<sup>th</sup>, 2011**  
**National Conference – Orlando, FL**

**March 23<sup>rd</sup>, 2011**  
**Crane Signals & Rigging Training Seminar – Location TBD**

**April 21<sup>st</sup>, 2011**  
**Board Meeting – Location TBD**

**May 19<sup>th</sup>, 2011**  
**Chapter Dinner Meeting – Location TBD**

**June 16<sup>th</sup>, 2011**  
**Board Meeting – Location TBD**

**July 21<sup>st</sup>, 2011**  
**21<sup>st</sup> Annual Golf Outing – Location TBD**

**August 18<sup>th</sup>, 2011**  
**Board Meeting – Location TBD**

**September 15<sup>th</sup>, 2011**  
**Chapter Dinner Meeting – Location TBD**

**October 20<sup>th</sup>, 2011**  
**Board Meeting – Location TBD**

**November 17<sup>th</sup>, 2011**  
**Training Seminar– Location TBD**

**December 15<sup>th</sup>, 2011**  
**Board Meeting – Location TBD**