

## MEETING RECAP & MINUTES



**Date/Time:**

**Meeting:**

**May 20, 2020 12:00 p.m.**

**ASAM Board Meeting**

**Prepared by:**

Jon Lunderberg – 616-299-8243

**Present:** James Bockheim Steve Coates, Matt DeVries, Chris Fennema, Dan Hall, Travis Koetje, Jon Lunderberg, Mike Martinchek, Ann Plummer, Mark Rysberg, Brian Strick, John Turner Matt VanHekken, Tony Vermaas Nell Witting.

**Absent:** Chris Fennema, Carrie Osborn

### ACTION ITEMS

Item	Assigned	Follow-Up Date
<b>Committee Invitation:</b> Tony Vermaas will invite Pete Carlson from Windemuller Electric to be on a committee – Safety, CWDA, and/or Programming	<b>Tony Vermaas</b>	6/17/2020
<b>Financial Statements:</b> The April 30, 2020 financial statements and cash flow analysis will be e-mailed to the board	<b>Ann Plummer</b>	6/17/2020
<b>MCOY:</b> The members and potential nominees will be advised regarding the status of MCOY 2020.	<b>James Bockheim</b>	6/17/2020
<b>MCOY:</b> The data from the nominees needs to be summarized and distributed – this data is confidential.	<b>James Bockheim &amp; Nell Witting</b>	TBD

### NEXT MEETING(S)

When	Where	Who	When	Purpose
June 17, 2020	Zoom--James Bockheim To Host	Board	12:00 p.m.	Monthly Meeting

### MEETING AGENDA

Executive	Steve	CWDA	Dan/Carrie
Legislative	John & Tony	MCOY	James
Executive Recruiting	Tony	Membership	Brian
Marketing and Admin	RM&D	Programing	Travis
Safety/Education	John		
Financials	Ann	Open Discussion	

### MOTIONS

**M/S/C (Motion, Support, Consent)** to authorize Seth Wehner to distribute weekly videos to the Safety Group, branded by ASAM, and distributed through RM&D's social media channels.

**M/S/C** to approve the fiscal year to date Financial Statements through 2/29/2020.

### MEETING MINUTES

**Call to Order:** Steve Coates called our conference call ASAM Board Meeting to order with a roll call at 12:04 p.m.

**Executive (Steve Coates):** Today was Steve's final Executive Report. James Bockheim will be picking up the mantle of President a month early. One of Steve's goals for the ASAM retreat was to make the vision for ASAM organizational and not dependent on ASAM president. Steve has full confidence that James Bockheim will take ASAM to the next level as President.

**Marketing (Nell Whiting):** Martha Ann Marley's 5/7/2020 Webinar on the economy and right sizing your company to market conditions was very good. ASA National will follow ASAM's schedule for Renewal letters -- mid-June. Tony Vermaas, our ASA National "Board Champion" sat in on a national meeting -- ASA National is very flexible. Board Champions will be on all ASA National board meetings.

**Safety John Turner):** The construction institute alliance came out with a sample preparedness plan that complied with OSHA guidelines and the CDC input. The safety committee provided good feedback. Seth Wehner weekly two to three minute safety video's will be sent out to the ASAM Safety Group. The e-mail will be branded by ASAM.

**M/S/C** to authorize Seth Wehner to distribute weekly videos to the Safety Group, branded by ASAM, and distributed through RM&D's social media channels.

The next quarterly walkthrough will be a ZOOM visit with Erhardt. Phu Nguyen, Seth Wehner, and John Turner will coordinate the event. It will focus on COVID-19 job site procedures.

**Financials (Ann Plummer):** February 29, 2020's financial statements were distributed for review. The April 30, 2020 Financial Statements and a cash flow analysis will be sent out to the board.

**M/S/C** to approve all the financial statements through 2/29/2020.

**MCOY (James Bockheim):** Current MCOY plans are to postpone the September 2020 MCOY into 2021. The MCOY Committee is drafting a letter for ASAM members and the general contractors. Frederick Meijer Garden has not formally cancelled our event.

**Membership (Brian Strick):** We received and approved a membership via e-mail for Prism Glass (related to Pyramid Acoustics). There are several contractors in the pipeline for membership including Square Interior, 24/7 Rental Company, Thornapple Excavating, Triad Fire Suppression, R&R Mechanical, RA Holmes Construction, Circuit Electric, and B&V Mechanical. If you have connections with any of them, please reach out and encourage them to join.

**Programming (Travis Koetje):** Programming is challenging with COVID-19. We are doing online events to stay engaged with our members.

**Thank You:** I would be remiss if we didn't thank Steve Coates for his leadership, his insight, his passion and his vision for ASAM. On behalf of the board, thank you for a job well done.

**Adjourned:** We adjourned at 12:52 p.m.

**Submitted by:** Jon Lunderberg  
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