

MEETING RECAP & MINUTES



Date/Time:

Meeting:

October 21, 2020 12:00 p.m.

ASAM Board Meeting

Prepared by:

Jon Lunderberg – 616-299-8243

Present: James Bockheim, Dan Hall, Travis Koetje, Jon Lunderberg, Mike Martinchek, Carrie Osborn, Mark Rysberg, Brian Strick, John Turner, Tony Vermaas, and Nell Witting.

Absent: Steve Coates, Matt DeVries, Chris Fennema, Ann Plummer, and Matt VanHekken.

ACTION ITEMS

Item	Assigned	Follow-Up Date
Financial Statements: The 6/30/2020 FYE, 7/31/2020, and 8/31/2020 financial statements, cash flow analysis and 7/1/2020 to 6/30/2021 Annual Budget will be e-mailed to the board	Ann Plummer	11/18/2020
Safety Committee Chair: We have an opportunity for leadership available as chair of the Safety Committee.	Executive Committee	11/18/2020
MCOY: The 2019 data from the nominees needs to be summarized and distributed – this data is confidential.	James Bockheim & Nell Witting	TBD

NEXT MEETING(S)

When	Where	Who	When	Purpose
September 16, 2020	Andy J. Egan Co., Inc.	Board	12:00 p.m.	Monthly Meeting
October 21, 2020	ZOOM	Board	12:00 p.m.	Monthly Meeting
November 18, 2020	Andy J. Egan Co. Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting
December 16, 2020	Andy J. Egan Co., Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting
January 20, 2021	Andy J. Egan Co., Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting
February 17, 2021	Andy J. Egan Co., Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting
March 17, 2021	Andy J. Egan Co., Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting
April 21, 2021	Andy J. Egan Co., Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting
May 19, 2021	Andy J. Egan Co., Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting
June 16, 2021	Andy J. Egan Co., Inc. or ZOOM	Board	12:00 p.m.	Monthly Meeting

MEETING AGENDA

- | | | | |
|-------------------------|-------------|---------------------|-----------|
| 1. Executive | James | 7. Safety/Education | John →TBD |
| 2. Executive Recruiting | Steve | 8. MCOY | John |
| 3. Legislative | Tony & John | 9. Membership | Brian |
| 4. Financials | Ann | 10. Programing | Travis |
| 5. CWDA | Dan/Carrie | 11. Open Discussion | |
| 6. Marketing & Admin | Nell | | |

MOTIONS

M/S/C (Motion, Support, Consent) to approve the September 16, 2020 minutes.

MEETING MINUTES

Call to Order: James Bockheim called our Board Meeting to order at 12:08 p.m.

M/S/C (Motion, Support, Consent) to approve the September 16, 2020 minutes.

Executive (James Bockheim): Thank you for being flexible about board meetings. We will make real time decisions 24-48 hours before board meetings. The goals are to keep everyone healthy, safe, and in compliance with the executive orders from the State of Michigan. Thank you to everyone for following up on ASAM renewals. The fall newsletter needs one more article from the President and will go out shortly. The on-boarding documents will be sent out to committee chairs to review this week. The in-person board retreat was rescheduled for 2021. Executive did meet as a smaller group on 9/25/2020 outdoors; the action items included communication, engagement, being a value add for members.

Executive Recruiting (James Bockheim for Steve Coates): Steve Coates is reaching out to board members for renewal.

Legislative Update (John Turner): The ASAM COVID-19 update by Mark Rysberg was very helpful. The takeaway was keep doing everything, CDC is the minimum, Governor Whitmer's Executive Orders are were overturned by the MI Supreme Court and now come from the Department of Health & Human Services. MIOSHA is providing COVID-19 guidelines – the general rule is work remotely whenever possible.

Financials (Ann Plummer): Ann had a work conflict and we will defer the review and approval for the 6/30/2020 and monthly interim financial statements as well as the 7/1/2020 to 6/30/2021 budget to the 11/18/2020 board meeting.

CWDA (Carrie Osborn / Dan Hall): The CWDA RALLY plan and timeline was reviewed at the 9/25/2020 Executive Meeting (thank you Carrie). GRCC definitely wants to host the RALLY subject to the State of Michigan COVID guidelines. E-mails have been sent out to all the members. The timeframe is tight. An outdoor March or April RALLY would conflict with construction schedules

Marketing (Nell Witting): The scoreboard was distributed and the numbers were all up. Renewal dates for dues are important.

Safety (John Turner / James Bockheim): See Legislative for MIOSHA. The quarterly safety meeting will be on Friday 10/23/2020. We now have 20 people scheduled to attend. Seth Wehner has been doing a great job on videos. The virtual walk thoughts are tougher. We are trying to do the Winter Rockford Construction walk through live, if at all possible. The safety chair is communication position and it might make sense to add the chair to the board person.

MCOY (John Turner / James Bockheim): MCOY is scheduled for 9/30/2021 and is in a "wait and see" holding pattern.

Membership (Brian Strick): Thank you for getting Zeeland Lumber re-engaged. United Rentals is considering membership. Sunbelt has not responded. We reached out to the "non-paid" group for gentle reminders. We need to service current members to retain existing members.

Program (Travis Koetje): Thank you to Nell Witting for doing a great job with the on-line General Membership Meetings. The 10/14/2020 Mark Rysberg/COVID event had attendance in the low 20's to 30.

11/11/2020	Cyber Security (Jamey Wofford from the KR Group) – details to follow.
12/9/2020	December will be a mock claim negotiation with Mark Rysberg from Hilger Hammond.
2021	The program committee will need to meet to plan for 2021.

Adjourned: James adjourned the board meeting at 12:56 p.m.

Submitted by: **Jon Lunderberg**
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