



**Louisiana Environmental Health Association
Board Meeting Minutes
LDEQ, Galvez Building
Conference Center, (C-105) New Providence
602 N. Fifth Street, Baton Rouge, LA
September 28, 2004**

Call to Order

Walter Pichon, President, called the meeting to order at 9:40 am.

Roll Call

Jodi Miller, Secretary, called the roll. Board members were noted as present, excused, or absent. See attached attendance list.

Approval of the May 19, 2004 Board Meeting Minutes

Steve Aguillard motioned to dispense with the reading of the May minutes, and accept the email version. James Miller seconded, and the motion carried.

Treasurer's Report

James Miller, Treasurer, distributed the Treasurer's report. Expenses since the last meeting totaled \$380.87, which included refreshments for the May and September meetings, and expenses for the printing and copying of the newsletter. Income from new or renewed memberships totaled \$20. Available funds in the checking account are currently \$3,574.04 plus \$2000 owed to the scholarship fund. The current scholarship fund equity is \$33,556.74. James noted that it was illegal to spend the money from the scholarship fund for anything other than scholarships.

Steve Aguillard motioned to accept the Treasurer's report, Robert Freeman seconded, and the motion carried.

Committee Reports

A. Membership –Chris Mayeux, Chair. Marian Aguillard's student reworked the Membership brochure which was passed out for comment. A few typos were noted but overall it looked more professional. Thanks Marian.

B. Publicity – Jeff Jackson, Chair. No Report.

C. Awards – Claudia Richard, Chair. Claudia noted that the scholarship letters went out in August, and a few were returned for incorrect addresses. A few of the Board members noted the names of professors that Claudia could send letters to, including Dr. Gary Brightenback, LSU, Dept. of Agriculture, etc. Board members were encouraged to contact Claudia with updated contact information for scholarship letters

D. Education & Information (Newsletter) John Koury, Chair and Monica Montero. John indicated that the newsletter went out and that the next newsletter will be coming out before the end of the year, and will include the conference information.

E. Constitution & Bylaws – Jim Balsamo and Susan Welch, Co-Chairs. Susan distributed changes to the by-laws. These changes will be voted on by the general membership at the January business meeting, which included wording that the President and President-Elect shall serve as the LEHA representatives to the NEHA Council of Delegates and shall either be Active or a Life member of NEHA. Also, the Secretary is responsible for submitting proposed amendments to the membership at least thirty days prior to the annual business meeting. Jodi commented that the Secretary can email the membership, but should not be responsible for submitting the information to the newsletter committee. Jodi requested that Susan send the info to the newsletter committee and copy her for her records.

Marian motioned to accept the change, Judy McCleary seconded, and the motion carried.

F. Nominations – Marian Aguillard, Chair. No Report.

G. Resolution – Marian Aguillard, Chair. Marian noted that a lady had contacted her requesting the steps in getting a resolution passed. Marian sent her some information and referred her to NEHA since they are the national organization.

H. Professional Development – Steve Aguillard, Chair. Steve distributed the most current Conference agenda and Registration form to all. Steve requested and received volunteers to work at the conference. Registration desk – James and Claudia; Conference Packets – James, Jodi, Marian, Steve, and Claudia; Media/Equipment – Linda get equipment and Chris will help with the set up; Moderators-Steve has these names; Awards- Claudia and Jodi; Speaker plaques-James and Jodi and moderators give to the speakers; LEHA Scholarships – James and Claudia; Advertisement – Jeff; Field trip- Carol and Holly; Photos – Jodi; Business meeting Agenda – Jodi – add Jim Balsamo and Bryan. Marian indicated that to save money, some things like flowers, and entertainment for the evening would be omitted.

There was also discussion and agreement to set the early bird deadline for December 20, 2004. Changes will be made to the brochures and web site.

Adhoc Committee Appointments

Louisiana Environmental Leadership Program –Pete Romanowsky, Chair. Henry Graham indicated that revisions will be made to the Governor's Awards, considering the recognition of Mercury reductions. He also stated that there will be a change in responsibility from Hugh Finkley to Hall Bohlinger and Bill Mollere. The awards reviews are in the process of being screened for compliance, and should be completed in mid-January, with the Awards program tentatively scheduled for March 2005.

Web Report

Jodi Miller, Chair. The pictures from the 2004 Conference still have not been posted. Marian and Jodi will check on current status of the web. Jodi will ensure that the changes for early bird & recent conference agenda are posted.

NEHA Update

No Report.

Old Business

Membership Brochures were updated (noted above). Judy McCleary was designated as a full board member, taking Truman's place on the Board since his retirement and resignation. Judy's term will end in January 2005 at the Business meeting.

New Business

The next Board meeting will be Wednesday, November 17, 2004, in DEQ's Conference room, New Providence, Room C-105.

Next Board Meeting:

Mark Your Calendars!! The next Board meeting will be held on:

**November 17, 2004
DEQ, Galvez Bldg.
602 North 5th Street
Baton Rouge, LA
Conference Center, Room C-105**

Adjournment: 11:10 am