

New England Biological Safety Association

Board Meeting Minutes

February 14, 2023

Present: Ted Myatt, Anne Sallee, Rhonda O'Keefe, Jessica Healey, Pari Arokiaraj, Judy LeDuc, Julien Farland

Absent: Andre Lowe, Kathy Gilbert, Bill Greene, Laura Mark, Mary Sabolefski

I. Call to order 2:03 pm

II. Election results are in:

- a. Rhonda rotating off the Board, but remaining as a volunteer. Andre would be the webmaster.
- b. Letters will be sent out to newly elected board positions. An announcement to the NEBSA membership regarding the election results will follow.

III. Discussion with NEIHA for collaboration on the following workshop still in process, otherwise there is a possibility of NEBSA hosting this event

A. Susan Santos- speaker with a concentration in Risk Communications Techniques

- i. Ted contacted Susan will decide on April/May date
 1. virtual option 90 minutes no minimum # of participants (cost \$2000.00)- will propose 9-10:30am Wednesday or Thursday

IV. Finance report presented by treasurer (Pari)

a.

Details	Amount	Date expense incurred
Income		
	\$	
From Citibank	9,173.25	Dec-21
NEBSA 2022 symposium	\$ 18,367.85	Mar-22
Expenses Reimbursed		

Harbor Compliance (assistane with Non- profit status)	\$	1,741.00	Sep-20
	\$		
Wild Apricot		540.00	Apr-21
	\$		
Go Daddy		21.17	Jun-21
	\$		
IRS Fees		600.00	Jul-21
	\$		
UPS - P.O. Box		440.00	Jul-21
	\$		
?		154.96	Dec-21
	\$		
?		125.00	Dec-21
	\$		
Wild Apricot		1,188.00	Apr-22
	\$		
Staples - Name Tags/stationery		217.00	Sep-22
	\$		
Wild Apricot (pro rated system service fee)		139.96	Sep-22
	\$		
Wild Apricot (additional fee to connect to paypal)		22.00	Sep-22
	\$		
?		149.50	Sep-22
	\$		
Symposium - 2022 Food		3,594.85	Oct-22
	\$		
Speaker Gifts -2022		1,440.00	Nov-22
	\$		
Go Daddy		21.17	Jun-23
	\$		
MIT AV for Sym 2022 (bill pending)			

\$ 10,394.61

Balance in Bank as \$
3/14/23 17,146.49

V. Open issues

- A. Filing taxes may not be required if NEBSA is considered exempt. Ted will try and file to determine the status or contact a tax accountant if there are questions.
- B. NEBSA Board appreciation dinner will be March 29, location to be determined.
- C. January meeting minutes, along with February minutes will need to be approved at March meeting.
- D. Adjournment 3:01 pm