

**CWEA - Northern San Joaquin Section Board Meeting  
March 9, 2006 Action Item List**

Next Mtg: April/May, 2006

<b>Item</b>	<b>Date first discussed</b>	<b>Action</b>	<b>Responsible Person</b>	<b>Due Date</b>	<b>Comments</b>
1	2/7/05	By-Laws Committee: review existing document(s) and CWEA Leadership Roles to define Board members roles and responsibilities	Diane	Apr-06	Board Members Roles, Responsibilities, and Expectations
2	2/7/05	By-Laws Committee: evaluate and prepare proposal defining Board members roles as mentors to Standing Committees, and chairing in the absence of chairs.	Diane	Apr-06	Board Members Roles, Responsibilities, and Expectations
3	2/7/05	Old Section Filing Cabinet	Diane	May-06	relocate filing cabinet from Terrie Hinkle's residence
4	2/7/05	Safety/Training Seminars	Randy/Mark	May-06	One Day Training Seminar - Topic to be selected
5	2/7/05	Operations Review/Certification Seminar - Randy Johnson	Randy/Mark	April 25 or 27	State WW Ops/Math Certification review; one day schedule; Modesto WWTF
6	2/7/05	Professional Development Committee - Survey membership for training needs	Randy/Mark Diane	Mar-06	Diane will produce 40 copies of survey form; bring to March meeting
7	2/7/05	Section Equipment	Diane	Mar-06	Retrieve camera from Dennis Harper @ Tracy WWTF-if not returned by 3/15/06; will pursue other options
8	2/7/2005	Certificate of Deposit Account	Joanne	May-06	Close out CD account; roll funds into savings account.
9	2/7/2005	Old Financial Records	Diane	Mar-06	Contact Brian Murray, State Office, for records retention requirements.
10	2/9/2006	Member Appreciation Picnic	John/Heather	Mar-06	Heather to contact docent, select and reserve location - August 19 or 26
11	2/9/2006	Northern Safety Trng Day	Diane	Mar-06	Organize meeting with volunteers - event date: 10/18/06
12	2/9/2006	Name Tags for Board & Comm	Diane	Mar-06	ID name tags and positions for board & committee members; purpose to enable members to easily ID
13	2/9/2006	Section Pin- Contact Vendor	Diane	Mar-06	Existing Section pin of toilet; recreate or design something new for purchse