



## Meeting Minutes

### Executive Committee, Chapter Meeting, and Technical Presentation

Bocci Italian Restaurant, Durham  
Brian Flack, Secretary  
Thursday, November 3rd, 2011  
10:30am – 1:30pm

Steve Crooks, President  
**Arlene Edwards**, President-Elect  
Jay Sprankle, Treasurer  
**Horace Rozier**, Delegate  
**Brian Flack**, Secretary

**Bob Andrews**, Government Affairs  
David Machles, Webmaster  
**Michelle Morgan**, Programs  
**Jason Pettit**, Membership

(**Bold** indicates attendance; Underline indicates elected officer)

#### Executive Committee Meeting

Called to order by Arlene Edwards at 10:35am.

#### Standing Business

##### Secretary's Report

- Amended minutes from 10/6/11 were presented by Brian. Jason motioned to accept minutes. Arlene seconded motion. Motion carried with all in favor.
- Brian will send final minutes to Dave for posting on website.

##### Treasurer's Report

- Jay sent amended financial report (July - October 2011) to EC members on November 1. Bob motioned to accept report. Brian seconded. Motion carried with all in favor.

##### Membership Report

- Jason indicated one new member and seven expiring in October. Email reminders were sent to individuals with expiring memberships.
- Seven new jobs added to website so far in October.

##### Program Report

- Michelle to confirm Jan 2012 topic / speaker / location.
- Chapter will pay for up to ten (10) student lunches at the February 2012 meeting (Designing for Safety: Global and US Perspectives). Horace motioned. Jason seconded. Motion carried with all in favor.



## North Carolina Chapter American Society of Safety Engineers

<http://www.nc-asse.org>

### Newsletter

- Fall 2011 ASSE Newsletter sent to membership on October 17, 2011.

### Website

- No report for website at this time.

### Government Affairs

- Steve Crooks has been nominated to receive Safety Professional of the Year (SPY) award from the NC Chapter ASSE. Bob motioned to order the \$225 SPY statue. Horace seconded. Motion carried with all in favor.
- EC members to write endorsement letters for Steve Crooks to aid in completing the nominations process.
- Bob to send letter to Vince Miller regarding NC Chapter initiative on Distracted Driving.

### Nominations and Elections Committee

- Officer succession planning discussed among EC members. NC chapter officer specific responsibilities to include time commitment for each may be developed in the future.

### **Old Business**

- Jason, Horace and Brian are confirmed to participate with NCSU Department of Forestry and Environmental Resources Networking / Career Day on Wednesday, November 16, 2011.
- Jason explained criteria needed to earn continuing education units (CEU) for chapter meetings. It was recommended that this be worked out during the June 2012 planning session. Possible pre-advertisement after Christmas 2011.
- Arlene, Jason, and Brian discussed recent experience at the 2011 Leadership Conference.
- Discussed website hosting options and group consensus determined to keep current process for now. Jason recommended leveraging chapter membership to assist with sending information to National ASSE.
- No update for Strategic Planning & Performance Monitoring.
- EC members support preparation of a 2012-13 budget.



**North Carolina Chapter  
American Society of Safety Engineers**  
<http://www.nc-asse.org>

**New Business**

- Discussed special invitations to present 25 year service certificates. Suggestion to incorporate in the June elections meeting and chapter to pay for lunches. Potential to add other safety milestones and advertise in the next newsletter.

The Executive Committee Meeting was adjourned at 11:45am.

General Chapter Meeting Recap:

The general Chapter meeting was called to order at 12:05pm. All members were welcomed and new members recognized as well. Networking took place as dinner orders were taken.

Barbara Long with Paw in Hand Dog Training provided a technical presentation on “Dog Bite Safety w/ live demonstration”. Barbara summarized many types of dog behavior and her dynamic personality made it very enjoyable. She was also able to demonstrate these behaviors to the group using her own dogs.

The General Chapter meeting was adjourned at 1:30pm.

Respectfully submitted,

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Brian Flack, CSP  
Chapter Secretary

**North Carolina Chapter, American Society of Safety Engineers**

**Monthly Financial Report**

**Period Ending July 31, 2011**

**INCOME STATEMENT**

|   |                      |             |        |                                       |                    |
|---|----------------------|-------------|--------|---------------------------------------|--------------------|
| <b>REVENUES (Cash Receipts)</b>   |                      |             |        |                                       |                    |
| Dues  |                      | \$          | 380.00 |                                       |                    |
| Meeting Fees  |                      | \$          | -      |                                       |                    |
| Conference/Seminars   |                      | \$          | -      |                                       |                    |
| Special Project   |                      | \$          | -      |                                       |                    |
| Interest  |                      | \$          | 5.20   |                                       |                    |
| Advertising   | (Unrelated Business) | \$          | -      |                                       |                    |
| Sale of Products *  | (Unrelated Business) | \$          | -      |                                       |                    |
| Sale of Services  | (Unrelated Business) | \$          | -      |                                       |                    |
| Other   |                      | \$          | -      |                                       |                    |
|   |                      |             |        | <b>REVENUE (Total Receipts)</b>       | \$ 385.20          |
| <b>EXPENSES (Cash Disbursements)</b>  |                      |             |        |                                       |                    |
| MEETINGS:   | Lunch/Dinner         | \$          | -      |                                       |                    |
|   | Speaker Gifts        | \$          | -      |                                       |                    |
|   | Other                | \$          | -      |                                       |                    |
| CONF/SEMINAR:   | Meals/Breaks         | \$          | -      |                                       |                    |
|   | Speaker Expenses     | \$          | -      |                                       |                    |
|   | Books & Materials    | \$          | -      |                                       |                    |
|   | Other                | \$          | -      |                                       |                    |
| NEWSLETTER:   | Printing             | \$          | -      |                                       |                    |
|   | Postage & Mailing    | \$          | -      |                                       |                    |
|   | Other                | \$          | -      |                                       |                    |
| TRAVEL:   | Officers             | \$          | 58.52  |                                       |                    |
|   | Other                | \$          | -      |                                       |                    |
| Publicity   |                      | \$          | -      |                                       |                    |
| Special Project   |                      | \$          | -      |                                       |                    |
| Administrative  |                      | \$          | -      |                                       |                    |
| Scholarship   |                      | \$          | -      |                                       |                    |
| Bank Fees   |                      | \$          | -      |                                       |                    |
| Web Hosting   |                      | \$          | 25.00  |                                       |                    |
| Other   |                      | \$          | -      |                                       |                    |
|   |                      |             |        | <b>EXPENSES (Total Disbursements)</b> | \$ 83.52           |
| <b>NET INCOME (Excess Receipts over Disbursements)</b>  |                      |             |        |                                       | \$301.68           |
| <b>PREVIOUS MONTH/YEAR CASH BALANCE - Total Assets from Previous Month/Year</b>   |                      |             |        |                                       | \$17,056.15        |
| <b>NEW CASH BALANCE - Previous Month/Year Cash Balance plus Net Income</b>  |                      |             |        |                                       | <b>\$17,357.83</b> |
| <b>Total Assets as of July 31, 2010/ Bank Balance</b>   |                      |             |        |                                       |                    |
|   | Savings              | \$0.00      |        |                                       | \$0.00             |
|   | Checking             | \$4,646.55  |        |                                       |                    |
|   | Other/CD             | \$12,640.28 |        |                                       |                    |
|   | Deposit In Transit   | \$71.00     |        |                                       |                    |
|   | (Outstanding Checks) | \$0.00      |        |                                       |                    |
| <b>NEW CASH BALANCE = Total Bank Balance</b>  |                      |             |        |                                       | <b>\$17,357.83</b> |
| * Does not generate UBIT if (1) includes an educational/information message on the product or (2) is accompanied by literature which describes the organization's programs and mission. |                      |             |        |                                       |                    |
| Jay Sprinkle  |                      |             |        |                                       |                    |
| <b>Chapter Treasurer (Print and Sign Name)</b>  |                      |             |        | <b>Date</b>                           |                    |

**MUST MATCH**

North Carolina Chapter, American Society of Safety Engineers  
Cash Receipts and Cash Disbursements Detail  
Period Ending July 31, 2011

| Date         | Description                    | Cash Receipts |              |                      |                  |          |             |                 | Cash Disbursements |       |              |                   |       |                 |       |           |            |       |                           |           |             |          |      |
|--------------|--------------------------------|---------------|--------------|----------------------|------------------|----------|-------------|-----------------|--------------------|-------|--------------|-------------------|-------|-----------------|-------|-----------|------------|-------|---------------------------|-----------|-------------|----------|------|
|              |                                | Dues          | Meeting Fees | Conferences Seminars | Special Projects | Interest | Advertising | Sale of Product | Sale of Services   | Other | Lunch/Dinner | Meetings S. Gifts | Other | Travel Officers | Other | Publicity | S. Project | Admin | Miscellaneous Scholarship | Bank Fees | Web Hosting | Other    |      |
| 07/19/11     | Reimbursement for National PDC |               |              |                      |                  |          |             |                 |                    |       |              |                   |       |                 |       |           |            |       |                           |           |             |          |      |
| 07/27/11     | Member Dues before Web Host    | 380.00        |              |                      |                  |          |             |                 |                    |       |              |                   |       |                 | 58.52 |           |            |       |                           |           |             |          |      |
| 07/27/11     | Web Hosting                    |               |              |                      |                  |          |             |                 |                    |       |              |                   |       |                 |       |           |            |       |                           |           |             | 25.00    |      |
| 07/30/11     | Interest on CDs                |               |              |                      |                  | 5.20     |             |                 |                    |       |              |                   |       |                 |       |           |            |       |                           |           |             |          |      |
| <b>Total</b> |                                | \$ 380.00     | \$ -         | \$ -                 | \$ -             | \$ 5.20  | \$ -        | \$ -            | \$ -               | \$ -  | \$ -         | \$ -              | \$ -  | \$ 58.52        | \$ -  | \$ -      | \$ -       | \$ -  | \$ -                      | \$ -      | \$ -        | \$ 25.00 | \$ - |

**North Carolina Chapter, American Society of Safety Engineers**

**Monthly Financial Report**

**Period Ending August 31, 2011**

**INCOME STATEMENT**

|   |                      |                    |                                       |
|---|----------------------|--------------------|---------------------------------------|
| <b>REVENUES (Cash Receipts)</b>   |                      |                    |                                       |
| Dues  |                      | \$                 | 515.00                                |
| Meeting Fees  |                      | \$                 | -                                     |
| Conference/Seminars   |                      | \$                 | -                                     |
| Special Project   |                      | \$                 | -                                     |
| Interest  |                      | \$                 | 8.05                                  |
| Advertising   | (Unrelated Business) | \$                 | -                                     |
| Sale of Products *  | (Unrelated Business) | \$                 | -                                     |
| Sale of Services  | (Unrelated Business) | \$                 | -                                     |
| Other   |                      | \$                 | -                                     |
|   |                      |                    | <b>REVENUE (Total Receipts)</b>       |
|   |                      | \$                 | 523.05                                |
| <b>EXPENSES (Cash Disbursements)</b>  |                      |                    |                                       |
| <b>MEETINGS:</b>  |                      |                    |                                       |
| Lunch/Dinner  |                      | \$                 | -                                     |
| Speaker Gifts   |                      | \$                 | -                                     |
| Other   |                      | \$                 | -                                     |
| <b>CONF/SEMINAR:</b>  |                      |                    |                                       |
| Meals/Breaks  |                      | \$                 | -                                     |
| Speaker Expenses  |                      | \$                 | -                                     |
| Books & Materials   |                      | \$                 | -                                     |
| Other   |                      | \$                 | -                                     |
| <b>NEWSLETTER:</b>  |                      |                    |                                       |
| Printing  |                      | \$                 | -                                     |
| Postage & Mailing   |                      | \$                 | -                                     |
| Other   |                      | \$                 | -                                     |
| <b>TRAVEL:</b>  |                      |                    |                                       |
| Officers  |                      | \$                 | -                                     |
| Other   |                      | \$                 | -                                     |
| Publicity   |                      | \$                 | -                                     |
| Special Project   |                      | \$                 | -                                     |
| Administrative  |                      | \$                 | -                                     |
| Scholarship   |                      | \$                 | -                                     |
| Bank Fees   |                      | \$                 | -                                     |
| Web Hosting   |                      | \$                 | 25.00                                 |
| Other   |                      | \$                 | -                                     |
|   |                      |                    | <b>EXPENSES (Total Disbursements)</b> |
|   |                      | \$                 | 25.00                                 |
| <b>NET INCOME (Excess Receipts over Disbursements)</b>  |                      |                    | \$498.05                              |
| <b>PREVIOUS MONTH/YEAR CASH BALANCE - Total Assets from Previous Month/Year</b>   |                      |                    | \$17,357.83                           |
| <b>NEW CASH BALANCE - Previous Month/Year Cash Balance plus Net Income</b>  |                      |                    | <b>\$17,855.88</b>                    |
| <b>Total Assets as of August 31, 2010/ Bank Balance</b>   |                      |                    |                                       |
|   | Savings              | \$0.00             | \$0.00                                |
|   | Checking             | \$5,136.55         |                                       |
|   | Other/CD             | \$12,648.33        |                                       |
|   | Deposit In Transit   | \$71.00            |                                       |
|   | (Outstanding Checks) | \$0.00             |                                       |
| <b>NEW CASH BALANCE = Total Bank Balance</b>  |                      | <b>\$17,855.88</b> |                                       |
| * Does not generate UBIT if (1) includes an educational/information message on the product or (2) is accompanied by literature which describes the organization's programs and mission. |                      |                    |                                       |
| Jay Sprankle  |                      |                    |                                       |
| <b>Chapter Treasurer (Print and Sign Name)</b>  |                      |                    | <b>Date</b>                           |

**MUST MATCH**

North Carolina Chapter, American Society of Safety Engineers  
Cash Receipts and Cash Disbursements Detail  
Period Ending August 31, 2011

| Date     | Description                    | Cash Receipts |              |                      |                  |          | Cash Disbursements |                   |       |             |           |                           |       |
|----------|--------------------------------|---------------|--------------|----------------------|------------------|----------|--------------------|-------------------|-------|-------------|-----------|---------------------------|-------|
|          |                                | Dues          | Meeting Fees | Conferences Seminars | Special Projects | Interest | Lunch/Dinner       | Meetings S. Gifts | Other | Scholarship | Bank Fees | Miscellaneous Web Hosting | Other |
| 08/15/11 | Member Dues before Web Hosting | 515.00        |              |                      |                  |          |                    |                   |       |             |           |                           |       |
| 08/15/11 | Web Hosting                    |               |              |                      |                  |          |                    |                   |       |             |           | 25.00                     |       |
| 08/30/11 | interest on CDs                |               |              |                      |                  | 8.05     |                    |                   |       |             |           |                           |       |
| Total    |                                | \$ 515.00     | \$ -         | \$ -                 | \$ -             | \$ 8.05  | \$ -               | \$ -              | \$ -  | \$ -        | \$ -      | \$ 25.00                  | \$ -  |

**North Carolina Chapter, American Society of Safety Engineers**

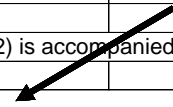
**Monthly Financial Report**

**Period Ending September 30, 2011**

**INCOME STATEMENT**

|   |                      |    |             |                                       |                           |
|---|----------------------|----|-------------|---------------------------------------|---------------------------|
| <b>REVENUES (Cash Receipts)</b>   |                      |    |             |                                       |                           |
| Dues  |                      | \$ | 415.00      |                                       |                           |
| Meeting Fees  |                      | \$ | 265.00      |                                       |                           |
| Conference/Seminars   |                      | \$ | -           |                                       |                           |
| Special Project   |                      | \$ | -           |                                       |                           |
| Interest  |                      | \$ | 8.05        |                                       |                           |
| Advertising   | (Unrelated Business) | \$ | -           |                                       |                           |
| Sale of Products *  | (Unrelated Business) | \$ | -           |                                       |                           |
| Sale of Services  | (Unrelated Business) | \$ | -           |                                       |                           |
| Other   |                      | \$ | -           |                                       |                           |
|   |                      |    |             | <b>REVENUE (Total Receipts)</b>       | \$ 688.05                 |
| <b>EXPENSES (Cash Disbursements)</b>  |                      |    |             |                                       |                           |
| <b>MEETINGS:</b>  | Lunch/Dinner         | \$ | 730.02      |                                       |                           |
|   | Speaker Gifts        | \$ | -           |                                       |                           |
|   | Other                | \$ | 8.14        |                                       |                           |
| <b>CONF/SEMINAR:</b>  | Meals/Breaks         | \$ | -           |                                       |                           |
|   | Speaker Expenses     | \$ | -           |                                       |                           |
|   | Books & Materials    | \$ | -           |                                       |                           |
|   | Other                | \$ | -           |                                       |                           |
| <b>NEWSLETTER:</b>  | Printing             | \$ | -           |                                       |                           |
|   | Postage & Mailing    | \$ | -           |                                       |                           |
|   | Other                | \$ | -           |                                       |                           |
| <b>TRAVEL:</b>  | Officers             | \$ | 904.63      |                                       |                           |
|   | Other                | \$ | -           |                                       |                           |
| Publicity   |                      | \$ | -           |                                       |                           |
| Special Project   |                      | \$ | -           |                                       |                           |
| Administrative  |                      | \$ | -           |                                       |                           |
| Scholarship   |                      | \$ | -           |                                       |                           |
| Bank Fees   |                      | \$ | -           |                                       |                           |
| Web Hosting   |                      | \$ | 25.00       |                                       |                           |
| Other   |                      | \$ | -           |                                       |                           |
|   |                      |    |             | <b>EXPENSES (Total Disbursements)</b> | \$ 1,667.79               |
| <b>NET INCOME (Excess Receipts over Disbursements)</b>  |                      |    |             |                                       | <b>(\$979.74)</b>         |
| <b>PREVIOUS MONTH/YEAR CASH BALANCE - Total Assets from Previous Month/Year</b>   |                      |    |             |                                       | <u>\$17,855.88</u>        |
| <b>NEW CASH BALANCE - Previous Month/Year Cash Balance plus Net Income</b>  |                      |    |             |                                       | <b>\$16,876.14</b> \$0.00 |
| <b>Total Assets as of September 30, 2010/ Bank Balance</b>  |                      |    |             |                                       |                           |
|   | Savings              |    | \$0.00      |                                       |                           |
|   | Checking             |    | \$3,891.90  |                                       |                           |
|   | Other/CD             |    | \$12,656.38 |                                       |                           |
|   | Deposit In Transit   |    | \$327.86    |                                       |                           |
|   | (Outstanding Checks) |    | \$0.00      |                                       |                           |
| <b>NEW CASH BALANCE = Total Bank Balance</b>  |                      |    |             |                                       | <b>\$16,876.14</b>        |
| * Does not generate UBIT if (1) includes an educational/information message on the product or (2) is accompanied by literature which describes the organization's programs and mission. |                      |    |             |                                       |                           |
| Jay Sprinkle  |                      |    |             |                                       |                           |
| <b>Chapter Treasurer (Print and Sign Name)</b>  |                      |    |             | <b>Date</b>                           |                           |

**MUST MATCH**



North Carolina Chapter, American Society of Safety Engineers  
 Cash Receipts and Cash Disbursements Detail  
 Period Ending September 30, 2011

| Date         | Description                                     | Cash Receipts |              |                      |                  |          |       | Cash Disbursements |                   |         |                 |       |           |                           |       |
|--------------|---|---------------|--------------|----------------------|------------------|----------|-------|--------------------|-------------------|---------|-----------------|-------|-----------|---------------------------|-------|
|              |   | Dues          | Meeting Fees | Conferences Seminars | Special Projects | Interest | Other | Lunch/Dinner       | Meetings S. Gifts | Other   | Travel Officers | Other | Bank Fees | Miscellaneous Web Hosting | Other |
| 09/08/11     | Meeting fees PayPal                             |               | 165.00       |                      |                  |          |       |                    |                   |         |                 |       |           |                           |       |
| 09/08/11     | Transaction Fees from PayPal-Sept (11 X \$0.74) |               |              |                      |                  |          |       |                    |                   |         | 8.14            |       |           |                           |       |
| 09/08/11     | Meeting fees cash/checks                        |               | 100.00       |                      |                  |          |       |                    |                   |         |                 |       |           |                           |       |
| 09/12/11     | September meeting charges to restaurant         |               |              |                      |                  |          |       | 730.02             |                   |         |                 |       |           |                           |       |
| 09/12/11     | Member dues before web hosting                  | 415.00        |              |                      |                  |          |       |                    |                   |         |                 |       |           |                           |       |
| 09/12/11     | Web hosting                                     |               |              |                      |                  |          |       |                    |                   |         |                 |       |           | 25.00                     |       |
| 9/12-9/26    | Steve Crooks Travel to Regional PDC             |               |              |                      |                  |          |       |                    |                   |         | 904.63          |       |           |                           |       |
| 09/30/11     | interest on CDs                                 |               |              |                      |                  | 8.05     |       |                    |                   |         |                 |       |           |                           |       |
| <b>Total</b> |   | \$ 415.00     | \$ 265.00    | \$ -                 | \$ -             | \$ 8.05  | \$ -  | \$ 730.02          | \$ -              | \$ 8.14 | \$ 904.63       | \$ -  | \$ -      | \$ 25.00                  | \$ -  |

**North Carolina Chapter, American Society of Safety Engineers**

**Monthly Financial Report**

**Period Ending October 31, 2011**

**INCOME STATEMENT**

|   |                      |    |                    |                                       |  |                        |              |
|---|----------------------|----|--------------------|---------------------------------------|--|------------------------|--------------|
| <b>REVENUES (Cash Receipts)</b>   |                      |    |                    |                                       |  |                        |              |
| Dues  |                      | \$ | 630.00             |                                       |  |                        |              |
| Meeting Fees  |                      | \$ | 240.00             |                                       |  |                        |              |
| Conference/Seminars   |                      | \$ | -                  |                                       |  |                        |              |
| Special Project   |                      | \$ | -                  |                                       |  |                        |              |
| Interest  |                      | \$ | 7.80               |                                       |  |                        |              |
| Advertising   | (Unrelated Business) | \$ | -                  |                                       |  |                        |              |
| Sale of Products *  | (Unrelated Business) | \$ | -                  |                                       |  |                        |              |
| Sale of Services  | (Unrelated Business) | \$ | -                  |                                       |  |                        |              |
| Other   |                      | \$ | -                  |                                       |  |                        |              |
|   |                      |    |                    | <b>REVENUE (Total Receipts)</b>       |  | \$                     | 877.80       |
| <b>EXPENSES (Cash Disbursements)</b>  |                      |    |                    |                                       |  |                        |              |
| <b>MEETINGS:</b>  | Lunch/Dinner         | \$ | 393.00             |                                       |  |                        |              |
|   | Speaker Gifts        | \$ | -                  |                                       |  |                        |              |
|   | Other                | \$ | 5.92               |                                       |  |                        |              |
| <b>CONF/SEMINAR:</b>  | Meals/Breaks         | \$ | -                  |                                       |  |                        |              |
|   | Speaker Expenses     | \$ | -                  |                                       |  |                        |              |
|   | Books & Materials    | \$ | -                  |                                       |  |                        |              |
|   | Other                | \$ | -                  |                                       |  |                        |              |
| <b>NEWSLETTER:</b>  | Printing             | \$ | -                  |                                       |  |                        |              |
|   | Postage & Mailing    | \$ | -                  |                                       |  |                        |              |
|   | Other                | \$ | -                  |                                       |  |                        |              |
| <b>TRAVEL:</b>  | Officers             | \$ | 1,612.72           |                                       |  |                        |              |
|   | Other                | \$ | 752.84             |                                       |  |                        |              |
| Publicity   |                      | \$ | -                  |                                       |  |                        |              |
| Special Project   |                      | \$ | -                  |                                       |  |                        |              |
| Administrative  |                      | \$ | -                  |                                       |  |                        |              |
| Scholarship   |                      | \$ | -                  |                                       |  |                        |              |
| Bank Fees   |                      | \$ | -                  |                                       |  |                        |              |
| Web Hosting   |                      | \$ | 50.00              |                                       |  |                        |              |
| Other   |                      | \$ | -                  |                                       |  |                        |              |
|   |                      |    |                    | <b>EXPENSES (Total Disbursements)</b> |  | \$                     | 2,814.48     |
| <b>NET INCOME (Excess Receipts over Disbursements)</b>  |                      |    |                    |                                       |  |                        | (\$1,936.68) |
| <b>PREVIOUS MONTH/YEAR CASH BALANCE - Total Assets from Previous Month/Year</b>   |                      |    |                    |                                       |  | <del>\$16,876.14</del> |              |
| <b>NEW CASH BALANCE - Previous Month/Year Cash Balance plus Net Income</b>  |                      |    |                    |                                       |  | <b>\$14,939.46</b>     | \$0.00       |
| <b>Total Assets as of October 31, 2010/ Bank Balance</b>  |                      |    |                    |                                       |  |                        |              |
|   | Savings              |    | \$0.00             |                                       |  |                        |              |
|   | Checking             |    | \$2,466.18         |                                       |  |                        |              |
|   | Other/CD             |    | \$12,664.18        |                                       |  |                        |              |
|   | Deposit In Transit   |    | \$561.94           |                                       |  |                        |              |
|   | (Outstanding Checks) |    | \$752.84           |                                       |  |                        |              |
| <b>NEW CASH BALANCE = Total Bank Balance</b>  |                      |    | <b>\$14,939.46</b> |                                       |  |                        |              |
| * Does not generate UBIT if (1) includes an educational/information message on the product or (2) is accompanied by literature which describes the organization's programs and mission. |                      |    |                    |                                       |  |                        |              |
| Jay Sprankle  |                      |    |                    |                                       |  |                        |              |
| <b>Chapter Treasurer (Print and Sign Name)</b>  |                      |    |                    |                                       |  | <b>Date</b>            |              |

**MUST MATCH**

North Carolina Chapter, American Society of Safety Engineers  
 Cash Receipts and Cash Disbursements Detail  
 Period Ending October 31, 2011

| Date         | Description                                   | Cash Receipts |              |                      |                  |          |       | Cash Disbursements |                   |         |             |           |           |            |       |               |           |             |          |      |
|--------------|---|---------------|--------------|----------------------|------------------|----------|-------|--------------------|-------------------|---------|-------------|-----------|-----------|------------|-------|---------------|-----------|-------------|----------|------|
|              |   | Dues          | Meeting Fees | Conferences Seminars | Special Projects | Interest | Other | Lunch/Dinner       | Meetings S. Gifts | Other   | Travel      |           | Publicity | S. Project | Admin | Miscellaneous |           |             | Other    |      |
|              |   |               |              |                      |                  |          |       |                    |                   |         | Officers    | Other     |           |            |       | Scholarship   | Bank Fees | Web Hosting |          |      |
| 9/14-10/5    | Meeting Fees received paypal                  |               | 120.00       |                      |                  |          |       |                    |                   |         |             |           |           |            |       |               |           |             |          |      |
| 10/05/11     | Transaction Fees from PayPal-Oct (8 X \$0.74) |               |              |                      |                  |          |       |                    |                   |         |             |           |           |            |       |               |           |             |          |      |
| 10/03/11     | Membership dues before web hosting            | 340.00        |              |                      |                  |          |       |                    |                   |         |             |           |           |            |       |               |           |             |          |      |
| 10/03/11     | Web hosting                                   |               |              |                      |                  |          |       |                    |                   |         |             |           |           |            |       |               |           |             | 25.00    |      |
| 10/06/11     | Meeting fees received, cash/check             |               | 120.00       |                      |                  |          |       |                    |                   |         |             |           |           |            |       |               |           |             |          |      |
| 10/06/11     | Restaurant meeting fees                       |               |              |                      |                  |          |       |                    | 393.00            |         |             |           |           |            |       |               |           |             |          |      |
| 10/18/11     | Steve Crooks - ROC                            |               |              |                      |                  |          |       |                    |                   |         | 341.11      |           |           |            |       |               |           |             |          |      |
| 10/24/11     | Arlene Edwards - ROC & Regional PDC           |               |              |                      |                  |          |       |                    |                   |         | 600.43      |           |           |            |       |               |           |             |          |      |
| 10/24/11     | Arlene Edwards - Leadership Conference        |               |              |                      |                  |          |       |                    |                   |         | 671.18      |           |           |            |       |               |           |             |          |      |
| 10/27/11     | Membership dues before web hosting            | 290.00        |              |                      |                  |          |       |                    |                   |         |             |           |           |            |       |               |           |             |          |      |
| 10/27/11     | Web hosting                                   |               |              |                      |                  |          |       |                    |                   |         |             |           |           |            |       |               |           |             | 25.00    |      |
| 10/26/02     | Interest on CDs                               |               |              |                      |                  |          | 7.80  |                    |                   |         |             |           |           |            |       |               |           |             |          |      |
| 10/31/11     | Jason Pettit - Leadership Conference          |               |              |                      |                  |          |       |                    |                   |         |             |           | 752.84    |            |       |               |           |             |          |      |
| <b>Total</b> |   | \$ 630.00     | \$ 240.00    | \$ -                 | \$ -             | \$ 7.80  | \$ -  | \$ 393.00          | \$ -              | \$ 5.92 | \$ 1,612.72 | \$ 752.84 | \$ -      | \$ -       | \$ -  | \$ -          | \$ -      | \$ -        | \$ 50.00 | \$ - |