

2025/2026 Officers Attendance:

Name/Title	Present	Name/Title	Present
Past President: Aaron Bankhead	X	Secretary-elect: Tyler Belnap	X
President: Ryan Whitney	X	Treasurer-elect: Christina Collins	X
President-elect: Michael Breu	X	2 nd Year Director: Cindy Hanko	
Secretary: Maggie Murphy	X	1 st Year Director: Shannon Newton	X
Treasurer: Siena Hall	X	Student Rep (UA): Zoe Hatch	
		Student Rep (ERAU): Ankitkumar Dineshkumar "Soni"	
		Student Rep (ASU): Blayn Saucier	X

Welcome & Call to order: Meeting motion to begin by Ryan and seconded by Michael at 12:05 PM.

Approval of previous meeting minutes: Christina motioned to approve and seconded by Shannon.

Treasury Report (Siena & Christina):

- Reviewed monthly totals and Income Statement
 - Scholarship budget (Scholarships issued – start building for next year)

	02/2026	04/2026	05/2026	06/2026	07/2026
Wells Fargo	\$8,057.74	\$10,324.27	\$10,564.27	\$10764.27	\$10,844.27
PayPal	\$5,981.62	\$1,203.01	\$1,239.82	\$1239.82	\$1,239.82
H&S Summit Profit					

Business Plan Review/Discussions

- Annual Meeting**
 - Confirmed Tom Frigon (APS) for EMF/Medical Devices talk and Tyler will have Vimocity provide ergo talk. Estimated time for presentations will be 2 hours.
- AZ Health and Safety Summit – 2026**
 - Keynote Speaker: Cheri Marcham (AIHA VP)
 - Speakers have been selected
 - Golf Tourney – September 18th
 - Summit – September 25th
 - Action: Maggie to send constant contact with information and registration.
- New Role on the Board – (Christina and Shannon)**
 - School Advisor Representative – Shannon immediately in role and Cindy is taking over as 2nd year director for her.
- Job Shadow Program (JSP) – (Shannon)**
 - Introducing our organizations to the next generation.
 - Currently based on U of A's Center for Career Readiness program

- Action: Maggie to post in LinkedIn.
- **Elections – (Maggie and Aaron)**
 - Do we have all positions (potential nominees for all positions)
 - Motion (Ryan) set to nominate Cindy as 2nd year director for Shannon, as she moves to an advisory role. Seconded by multiple members (Maggie, Aaron, Christina)
 - Sunny will still be ERAU rep, Genessa will be UA, Blayn no longer at ASU but Robert will be taking over
 - Action: Aaron will let Maggie know once all bios (excluding Maggie's) are ready and she will send to AIHA for them to post via surkeymonkey. It will stay open for 2 weeks before closing.
- **Student Liasons**
 - U of A, ASU, ERAU
- **Embry-Riddle Aeronautical University AIHA PDC**
 - Date selected – November 5th, 2026 from 10am-2:30pm
 - Next meeting with Brian Roggow is late August/early September
 - Action: Ryan and Michael to partner on this event.

Standing meeting agenda items (to be reviewed at every meeting):

- For future meeting/event announcements, in addition to sending out emails through Constant Contact, **the event should also be posted in LinkedIn** and also shared with students. Board members are all admins and anyone are welcome to post announcements, job opportunities, etc. Secretary can assist with the posts (back up: Secretary Elect).
- Upcoming 2025-2026 events:
 - August:** Planning committee – (Christina, Tyler, Maggie, Michael)
 - September:** AZ Health and Safety Summit
 - November:** Fall PDC at ERAU (Brian Roggow is the contact)
 - January:** Winter Social + local section officer's training (virtual from national AIHA)
 - February 21st, 2026:** Chandler Innovation Fair
 - March:** Southern AZ Science Fair – Tucson, AZ
 - April:** Spring PDC at U of A

Other updates/follow-up items:

- Monthly Meeting invitation (decided: via Teams) – Need to update with Board changes (All) – Completed
- Bylaws review
- Designate AIHA Leadership Training Attendee
- Membership Renewal
- PO Box Renewal

AZ-AIHA Monthly Board Agenda July 14, 2026

- Future Board Members

Name	Potential Position/ Requested Position
Siena Hall	Treasurer-Elect
Maggie Murphy	President-elect
Eric Lyding	1 st Year Director
Brandon White	Secretary-Elect
Cindy Hanko	2 nd Year Director (coming in for Shannon as she moves to advisory role)

Business Plan (To do list):

Month	Task	Person(s) Assigned
January	BoD meeting	President
	Winter Social Event	Board
	Planning for UofA Tucson ½ day PDC and Student Career Panel	President, Director
	AZ Membership Invoice	Treasurer
	Update Constant Contact Email list/Review contact information based on National provided data and make any updates (as needed throughout the year)	Treasurer, Secretary
February	BoD meeting	President
	Participate in volunteer event e.g., Chandler Innovation Fair	Board
	Clean-up the Constant Contact list and reach out to National Arizona members who have not joined the local section	Secretary
	Send Out Spring PDC Meeting Agenda & Registration	Treasurer, Secretary
March	BoD meeting	President
	Spring PDC in Tucson (depending on timing, this might take place in April)	Board
	Plan for Ethics Training/Annual Meeting Speaker	Board
April	BoD meeting	President
	File with Az Corp Commission	Treasurer
	Initiate Planning for AZ Health & Safety Summit, solicit Board/Member Volunteers	President
May	BoD Meeting	President
	File 990-N with IRS	Treasurer
	Decide on Annual Meeting Topic and Agenda e.g., Ethics	Board
	Send out interest for board membership	Past-President
June	BoD meeting	President
	File Group Exemption with AIHA	Treasurer
	Joint AIHA/ASSP Social	Board

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	Send out Officer Elections Ballot	Past President
	Finalize Annual Meeting Agenda, Set Annual Meeting Date	Board
July	BoD meeting	President
	Plan Annual Meeting	Board
	Send Out Annual Meeting Agenda & Registration	Treasurer, Secretary
August	BoD meeting	President
	Annual Meeting	Outgoing Board & Incoming Board, President-Elect
	Plan ½ day Fall PDC at Embry Riddle in Prescott and Student Career Panel	Board, Director
September	Introduce Incoming Officers	President
	Update Website with new Board Members	Secretary
	Send Incoming Officer List to the Regional Director and AIHA National	President
October	BoD meeting	President
	Send out Fall PDC Meeting Agenda & Registration	Treasurer, Secretary
	Send Business Plan to Regional Director and National	President
	New Officer Orientation - train on responsibilities and business plan, how to use Constant Contact, refer new officers to AIHA's local section online training	Board
	Constant Contact Survey (as needed)	President
November	BoD meeting	President
	Bylaws review	President, Director
	Winter social planning	Board, President-Elect
	Decide if webinar subscription needs to be purchased for next year	Board
	Designate AIHA Leadership Training Attendee	Board
	Create the membership renewal event and schedule it to be sent out in January	Treasurer
	PO Box Renewal	Treasurer
	Fall PDC in Prescott	Board
December	BoD meeting	President
	Solicit Board of Director candidates	Past President
	Winter Social Event Agenda & Registration	Treasurer, Secretary
	Plan for Volunteer Event e.g., Chandler Innovation Fair (February)	Director
Monthly		
	New member welcome email	Secretary
	Add meeting minutes to website	Secretary
Quarterly		