



# Minnesota Educational Facility Management Professionals

# The Messenger

REESTABLISHING CONNECTIONS  
TOGETHER AGAIN RESILIENCE IN ACTION  
A NEW BEGINNING  
LET'S HAVE SOME FUN IN 2021!

## Conference | Thursday September 30th & Friday October 1st, 2021

Holiday Inn and Suites, 75 South 37th Avenue, St. Cloud, MN

### Educational Opportunities

Educational sessions beneficial to all areas of B & G

### Trade Show on Thursday Afternoon

This is your opportunity to visit with over 200 vendors.

### Presidents Reception | Banquet | Thursday Evening

Enjoy an evening with your peers and business members—network, relax and honor achievements.

### Twelve \$500 Building & Grounds Grants will be Awarded on the Trade Show Floor

Drawings for twelve (12) \$500 Building and Grounds Grants.

### Networking

Three days to network and learn from your peers and MASMS business members!

### Dollars for Scholars Golf Event | Wednesday September 29, 2021 | 10:00 AM

Wapicada Golf Course, 4498 15th Street NE, Sauk Rapids, Minnesota

Registration starts at 8:30, shot gun start at 10AM, dinner at 4:30 PM. 18-hole best ball tournament, with fun on the course all day long! Proceeds from this golf event fund the MASMS Scholarship Program Open to all MASMS Educational and Business Members Teams are assigned at random.

### Member Appreciation Reception Wednesday September 29, 2021 | 7:30 PM

Holiday Inn and Suites, 75 South 37th Avenue, St. Cloud, MN

All Business and Educational Members are Invited! Join us for an Hors d'oeuvres reception with light entertainment and great networking opportunities

### Full Conference Schedule: [2021 MASMS Conference Schedule](#)

Registration Forms | [WWW.MASMS.ORG](http://WWW.MASMS.ORG)  
2021 Conference Information and Registration under "MASMS" News!

### KEYNOTE SPAKER

Thursday September 30th

8AM

Mark J. Lindquist

"Your Passion!"



### KEYNOTE SPEAKER

Friday October 1st

8AM

Holly Hoffman

"Your Winner Within!"



### TRADE SHOW

Thursday September 30th

1-5 PM

Visit with the experts!



### EDUCATION

Thursday September 30th

Friday October 1st



### NETWORKING

Sharing ideas throughout the entire event!



### CONTACT US

(320) 685-4585

[ruth@masms.org](mailto:ruth@masms.org)

[linkedin.com/company/masms](https://www.linkedin.com/company/masms)

[MASMS.ORG](http://MASMS.ORG)

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MESSAGE FROM THE BOARD



**Kain Smith**  
State Secretary

Believe it or not Teachers and Principals are not the only people that can have a positive effect on students' lives. As much as kids can drive us absolutely bonkers and make grey hairs appear years earlier than they should, there are also times when they can put a smile on your face and make you feel good about what you're doing for them everyday when you come to work.

I had many great days as a Head Custodian at the Junior High I worked at. I had my fair share of bad days as well but mostly good days. As busy as my days were I made it a point to help students when they asked for help. I'm still proud of the fact that I'm 4 for

4 on finding lost retainers in our compost dumpster. Oh

man, I can't tell you how many times I threw up in my mouth digging through that compost, but it was worth it to see the appreciation and respect the students gave me in return because I took the time to help them out when they needed it.

We may not be able to teach students math or science (I did try that once but that's for another article!) but we can teach them about respect, kindness, patience and how to help others. Back when I watched the news I recall stories on Kare 11 and the internet where custodians made a positive difference in their buildings. As we try to get back to some type of normal I think now would be a great time to challenge yourself to be a part of a positive atmosphere in your buildings.



"I understand it now, Mrs. Bundy — the school janitor explained it to me!"

There wasn't a greater feeling than my last day as Head Custodian when staff and students all stood up and clapped during all 3 lunch periods for my send off. I remember thinking to myself I must have done something right or they are very happy I'm leaving. For those of you that have experienced that you know what I'm talking about. For those who haven't yet, keep trying to make a difference there are no words to describe that feeling.

To end this article I'd like to remind everyone that our fall conference is back and we are planning to make it better than ever if that's even possible because it's already the best conference around. If you know of any neighboring districts that are not a part of MASMS yet there's not a better time to ask them to join so they can take part in the fall conference on Sept 30th thru Oct 1st and experience what MASMS is all about.

Have a great rest of your summer,  
Kain Smith  
Director of Buildings & Grounds/Health & Safety  
Faribault Public Schools

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# Vendor Corner

## Patriotism



*Mike Remington, Inspector  
MASMS Vendor Rep*

Every time the Olympics take place, we are reminded that we are one country and seeing athletes compete for our country brings a sense of patriotism to many of us. With all of the divisiveness in politics and in society in general these days, I thought I would share a few quick stories about some patriots that have been awarded the Medal of Honor:

William Harvey Carney was born a slave in Virginia and was the first African American awarded the prestigious Medal of Honor. Though born a slave he eventually made his way to freedom in Massachusetts and when the Union Army began accepting volunteers, he joined the 54th Massachusetts Infantry Regiment which was the first African American unit organized by the Union Army. The 54th Massachusetts was tasked with taking Fort Wagner, a fortification that guarded Charleston Harbor. A previous attack on the fort failed and the 54th Massachusetts was chosen for the next attack. As they stormed the fort's walls the Union flag bearer was killed. Carney picked up the flag and held it for the duration of the battle. Although later forced to retreat, Carney never lost possession of the flag even though he was wounded several times. He was quoted as saying after the battle: "Boys, I only did my duty; the flag never touched the ground!"

Daniel Inouye was a U.S. Senator and was awarded the Medal of Honor for his heroic actions during a battle near San Terenzo, Italy. A Japanese American, Inouye went to fight in Europe as part of the 442nd Regimental Combat Team, a segregated unit made up of mostly Japanese Americans. As Inouye and his unit advanced on a German defensive line, he was shot in the stomach but ignored his wounds and continued to advance. He destroyed two machine gun nests with grenades, and while his unit distracted a third machine gun nest, Inouye crawled towards it. As he was about to throw a grenade, a German grenade exploded near him almost completely separating his right arm from his body. Inouye later recalled he saw his grenade "clenched in a fist that suddenly didn't belong to me anymore" and he pried the grenade out of his right hand, threw it into the machine gun nest and shot at the remaining Germans one-handed with his submachine gun.

Roy Benevidez was awarded the Medal of Honor for his actions in a battle that has been dubbed "Six Hours in Hell". In April of 1968 another American unit was on patrol near the South Vietnamese -Cambodian border and ran into a 1,000-man North Vietnamese Army battalion. Benevidez volunteered to board a helicopter to try to help reinforce this overwhelmed unit and was dropped into the battle. After exiting the helicopter, Benevidez ran to the pinned down unit and on the way was wounded in the leg, face, and head. He took control of the surrounded unit, dragged half of the wounded to a Medevac helicopter and then ran alongside the helicopter as it moved and continued to pick up and rescue more wounded. When the helicopter pilot was mortally wounded and the copter crashed, Benevidez helped the wounded out of the downed chopper, guided them to a defensive position, and called in air strikes against the NVA positions. When another Medevac helicopter arrived, he loaded the wounded onto that aircraft, killed three NVA as they charged the chopper and then collapsed from his many wounds. He was pulled onto the helicopter and a doctor put him in a body bag and only realized Benevidez was still alive when he spat on the doctor as he tried to zip the bag shut. Benevidez sustained seven major gunshot wounds, had shrapnel in his head, shoulder, feet and legs, had both arms slashed by bayonets, and also had a collapsed lung. He was originally awarded the Distinguished Service Cross because they feared he was going to die from his wounds and wanted him to get the award before he died.

The sacrifices that people have made, and continue to make to this day, for this country is simply incredible. These people were not motivated by money or fame or self-preservation but instead were motivated by a deep love for their country and also their fellow brothers-in-arms. We need to be continually reminded of the sacrifices that people have made for over 200 years in service of their country, our country. Thanks to all MASMS members and their family members that have served their country, we appreciate your service and sacrifice!

## It is time to renew your MASMS Membership!

The MASMS Membership year runs from July 1st to June 30th of each year. **Membership forms for renewal are now available.**

When you click on the provided files, fill in the pages by moving from field to field with tab or your mouse, save it and email it back to the MASMS Office OR you may open the form, print it, fill it out manually, scan it and email it to the MASMS office or copy it and snail mail it to the MASMS office.

**Click here for the membership form you need:**

[Education Membership Forms](#)

[Business Membership Forms](#)

[Retired Membership Forms](#)

Or go to [www.masms.org](http://www.masms.org) and select membership forms under "quicklinks" on the left hand side of the window. Please contact the MASMS office with any questions and/or concerns ([ruth@masms.org](mailto:ruth@masms.org) or (320) 685-4585).

**Business Members please note: You must have your membership renewal in before you can register for a booth at the fall conference.**



**Health & Safety** The MASMS Health & Safety Committee supplies information for this section. If you have a specific topic you would like to see covered, let the MASMS office know.



## Safe + Sound Week, Aug. 9 through 15, 2021

Safe + Sound Week, Aug. 9 through 15, is a nationwide event each August that recognizes the successes of workplace health and safety programs and offers information and ideas about how to keep America’s workers safe.

Successful safety and health programs can proactively identify and manage workplace hazards before they cause injury or illness, improving sustainability and the bottom

line. Participating in Safe + Sound Week can help get your program started, energize an existing one or provide a chance to recognize your safety successes. Learn more at [www.osha.gov/safeandsoundweek](http://www.osha.gov/safeandsoundweek).

## How do workers get injured? Claim characteristics flyer updated with 2019 data

Approximately 22,200 Minnesota workers were paid workers' compensation indemnity benefits (wage loss and disability) for injuries and illnesses in 2019.

- Sixty-two percent of these workers were men.
- Twenty-eight percent were older than 54 years.
- Ten percent were younger than 25 years.
- Thirty-three percent were at their job for less than a year.

View the updated one-page flyer online at [www.dli.mn.gov/business/workers-compensation/claim-characteristics](http://www.dli.mn.gov/business/workers-compensation/claim-characteristics).

## Info on COVID –19 vaccines vs acquired immunity.

<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/faq.html>

Yes, you should be vaccinated regardless of whether you already had COVID-19. That’s because experts do not yet know how long you are protected from getting sick again after recovering from COVID-19. Even if you have already recovered from COVID-19, it is possible—although rare—that you could be infected with the virus that causes COVID-19 again. Studies have shown that vaccination provides a strong boost in protection in people who have recovered from COVID-19. Learn more about [why getting vaccinated is a safer way to build protection](#) than getting infected.

If you were treated for COVID-19 with monoclonal antibodies or convalescent plasma, you should wait 90 days before getting a COVID-19 vaccine. Talk to your doctor if you are unsure what treatments you received or if you have more questions about getting a COVID-19 vaccine.

If you or your child has a history of multisystem inflammatory syndrome in adults or children ([MIS-A](#) or [MIS-C](#)), consider delaying vaccination until you or your child have recovered from being sick and for 90 days after the date of diagnosis of MIS-A or MIS-C. Learn more about the [clinical considerations](#) people with a history of multisystem MIS-C or MIS-A.

Experts are still learning more about how long vaccines protect against COVID-19. CDC will keep the public informed as new evidence becomes available.

*Information provide by Bianca Virnig, Metro ESCU*

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## WELCOME NEW BUSINESS MEMBERS

Kyle Roehl, ETS Health  
 Amy Holm, Scan Air Filter, Inc.  
 Jesse Edwards, BSI Mechanical  
 Rachel Gellert, Northland Fire Protection  
 Katie Commers, St. Paul Linoleum & Carpet Co.  
 Steve Orme, St. Paul Linoleum & Carpet Co.  
 Joe St. Clair, St. Paul Linoleum & Carpet Co.  
 Michelle Hilger Green Science Solutions  
 Peter Warner, Forbo Flooring Systems

## WELCOME NEW EDUCATIONAL MEMBERS

Rick Fruth, Martin Luther College  
 Dan Carson, Yinghua Academy  
 Lisa Uhler, The Blake School  
 Courtney Erwin, The Blake School  
 James Phillippi, Columbia Heights ISD  
 Ray Richardson, Anoka-Hennepin ISD  
 Steve Moore, Moorhead ISD  
 Mike Wolfram, Burnsville-Eagan-Savage ISD  
 Adam Gemuenden, Mahtomedi ISD  
 Jessica Kroyer, Prior-Lake Savage ISD  
 Ken Rausch, ROCORI ISD  
 Ben Wallin, St. Francis ISD  
 Jeff Poster, Alexandria ISD  
 Julie Moran, St. Francis ISD  
 Chuck Imker, St. Francis ISD  
 Rick Johnson, St. Francis ISD  
 Randy Bruun, Alexandria ISD

We hope that you are planning to attend this year's conference.

We are proud to have the opportunity to bring together so many dedicated, hard working building and ground leaders and staff, and business partners.

This conference brings you the unique opportunity to interact with the men and women who have dedicated their professional lives to the care of Minnesota Educational facilities and all who use them.

We hope you attend and enjoy this conference. We truly enjoy the opportunity of bringing it to you!



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**28 MASMS Members attended MASMS Boot Camp on July 20th & 21st. Great Group!**

### Are you tracking for the MASMS Certification Program?

**If you are, please watch your mail for your current tracking sheet.** It will be mailed out in August. Once you receive it, please check the sheet and contact the MASMS office with any additions or changes you have.

**If you are not tracking for the certification program and want to,** please contact the MASMS office to start.

**If you think you are tracking, and do not receive a tracking sheet in August,** please contact the MASMS office.

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**The "Tool Box" for Educational Facility Management Professionals**

## There is no substitute for attending live, face-to-face professional development conferences relevant to your career.

When you make the investment of time and money you return to the workplace with a renewed sense of purpose, armed with new knowledge and tools as well as valuable new contacts that can turn into long-term relationships. These benefits will help you grow personally and more importantly professionally.

Most people understand the importance of attending professional development conferences. They know that doing so will help them get ahead, learn new skills and make valuable connections. And yet, there are occasions when the costs can outweigh the benefits of attending and participating in the key learning resources. The costs can include travel, lodging, event registration and meals. And then there's the time factor. Taking time away from your career is difficult to justify without knowing what the benefits are to attend professional development conferences. Even local ones cost time away.

### Here are 9 reasons attending conferences can be a benefit to your professional development and more:

1. To learn something new you can immediately implement in your career.
2. To expand skills, learn more about the job, discover industry specific knowledge that can help you grow personally and professionally.
3. To meet thought-leaders within the industry – to ask questions, share ideas and expand on what is covered.
4. To network with people in your industry.
5. To learn from the experiences of your peers.
6. To learn about valuable resources relevant to your career.
7. To gain ideas that you can use to establish/increase your credibility.
8. To show a commitment to your profession as well as find opportunities to give back, such as volunteer positions.
9. To connect with sponsors and other supporters of the conference.

Go to [www.masms.org](http://www.masms.org) for the MASMS Conference Registration Forms



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## DO YOU KNOW?

Do you need funding to send yourself and your staff to the MASMS Conference?

Do you need funding to provide yourself and your staff needed training?

- Did you know that a district is required to reserve at least 2% of the basic revenue for staff education and development?
- Did you know that Building and Grounds Staff fall under staff that this funding can go to for training?

See the sections in green below of the MN Statutes 122A.61

### Minnesota Statutes 122A.61 RESERVED REVENUE FOR STAFF DEVELOPMENT.

A district is required to reserve an amount equal to at least two percent of the basic revenue under section 126C.10, subdivision 2, for:

(2) principal development and evaluation under section 123B.147, subdivision 3;

#### Professional development under section 122A.60 ~ Under this section is specifically states:

provide opportunities for staff to learn about current workforce trends, the connections between workforce trends and postsecondary education, and training options, including career and technical education options.

(4) in-service education for programs under section 120B.22, subdivision 2. To the extent extra funds remain, staff development revenue may be used for staff development plans, including plans for challenging instructional activities and experiences under section 122A.60, and for curriculum development and programs, other in-service education, teachers' mentoring under section 122A.70 and evaluation, teachers' workshops, teacher conferences, the cost of substitute teachers for staff development purposes, preservice and in-service education for special education professionals and paraprofessionals, and other related costs for staff development efforts.

## Newsletter Articles

MASMS is accepting articles for the MASMS Newsletters.

Article should be educational in format, and cannot be specific to a product and/or service.

Articles received before the 20th of each month will be considered for the following months publication. If we have too many articles, they will be held and used in an upcoming month.

Please email them to: [ruth@masms.org](mailto:ruth@masms.org)



Scott Hogen | Chris Pint | Laura Masley | Mike Boland

A big shout out to the Boot Camp Instructors, who year after year take time from their crazy schedules to teach boot camp!

Great job of sharing their knowledge.

Thank you!



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## \$1,000 MASMS Grant to be Awarded to a MASMS Member School District

MASMS will be awarding a school district who are MASMS members a grant for \$1,000. The project theme this year is “getting students involved in a facility and/or grounds project”. This grant will be awarded Thursday September 30, 2021 at the MASMS conference banquet. This grant is to be used in your school for a project that involves students. The project will need to be submitted to the MASMS office by August 15, 2021.

All applications are reviewed by the MASMS Executive Board and a winner will be chosen from the submissions.

### MASMS suggests that you try and involve the students if you can.

Some project ideas include landscaping (trees and/or shrubs), start/revitalize a nature center area, install a low maintenance garden, recycling and/or waste reduction, sponsoring a field trip(s) related to facility and/or grounds –building project

### If you are interested in this opportunity please complete the following steps:

1. Identify the project—Provide MASMS with an overview of the project.
2. Provide MASMS with a timeline for the project.
3. Email this information to [ruth@masms.org](mailto:ruth@masms.org) before August 15, 2021

We look forward to receiving your project ideas and to awarding this to one of our member schools this fall!



The Southern Chapter hosted a Summer Picnic on Wednesday July 21st! Great food and networking.

IF ANY CHAPTER is interested in hosting a special event for their chapter members, please just contact the MASMS office. Could a picnic or special holiday event be in the future for your chapter?



Make this the year you become more involved in your MASMS Chapter.

MASMS Chapters run on special fuel: member energy & participation. It's tough, schedules are busy and days are short.

HOWEVER, taking time to become involved in your MASMS Chapter gives you a chance to unwind and visit with other members facing the same challenges you do. It's all about relationships! Take the time for yourself, become involved with your MASMS Chapter.

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## Water Filtration Solutions for Educational Facilities

When it comes to water supply, educational facilities face a variety of challenges but the right water filtration solution can make a big difference. Use the guide on the reverse side to identify a solution for your needs.

Explore 3M water filtration technology

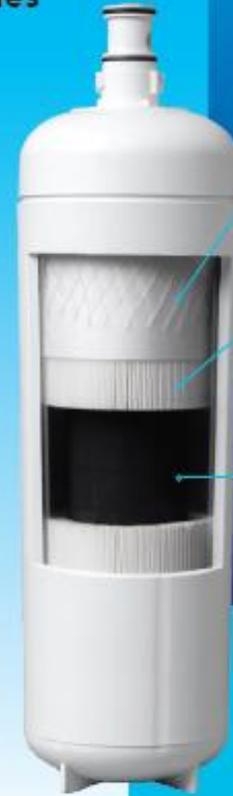
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Lead-Reducing Water Filters



Lead-Reducing Water Filters	Drinking Fountains: SMFP100	Water Coolers: AP Easy Complete Cooler
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Flow rate	2.5 gallons per minute (gpm)	0.75 gallons per minute (gpm)
Micro rating	0.2 nominal micron†	0.5 nominal micron†
Capacity	6,000 gallons	750 gallons

\*See rating for full list of reduction claims. †As tested and verified by manufacturers.



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## Attention MASMS Business & Educational Members | How to Present at Meetings

MASMS Chapters are now in the process of setting up their speakers for the Chapter Meetings for the 2021/2022 year. Everyone is excited to get back to face to face MASMS Chapter Meetings.

**If you have a topic that you feel would be beneficial to our members, and would like the possible opportunity to speak at the monthly chapter meetings, you need to contact the Chapter Presidents – as they line up the speakers for each meeting.**

Please consider taking the time to present at these meetings. We are always in need of presenters at the Northern, NW and West Chapters. We know it's a bit of a trip, however the members in those chapter truly appreciate when you take the time to do so.

Here is the contact info, along with the MASMS Guidelines for Vendor Presentations:

**Metro Chapter** | President: Laura Larsen, Stillwater Schools | Phone: (651) 351-8382 | [larsenl@stillwaterschools.org](mailto:larsenl@stillwaterschools.org)

**Northern Chapter** | President: Karl Flier, Pine River-Backus Schools | Phone: (218) 587-8004 | [kflier@prbschools.org](mailto:kflier@prbschools.org)

**Southern Chapter** | President: Scott Kaminski, Mankato Schools | Phone: (507) 207-4014 | [skamin1@isd77.org](mailto:skamin1@isd77.org)

**Northwest Chapter** | President Jason Hrubby , Thief River Falls Schools | Phone: (218) 681-5250 | [jason.hrubby@myprowler.org](mailto:jason.hrubby@myprowler.org)

**West Central Chapter** | President Rus Winkels, Perham Dent Schools | Phone: (218) 346-1546 | [rwinkels@perham.k12.mn.us](mailto:rwinkels@perham.k12.mn.us)

### MASMS Guidelines for Presentations

Presentations must be educational in nature and not be a “sales pitch” that promotes your products or services. These presentations should be for education and professional development and not for competing with other vendors.

If the presenter uses the presentation as a method to “sell” their products, MASMS officials have the authority to stop the presentation.

Any presenter that does not follow these MASMS guidelines may be excluded from presenting at future MASMS events.

Presenters should provide MASMS with a short title and description of the presentation in advance that MASMS can use to promote the presentation.

Presenters are responsible for providing their own handouts to attendees.

Please keep track of the time and make sure your presentation takes only the amount of time that was allotted for it, including any questions.

MASMS officials have the authority to ask any attendee to leave if they become combative with the presenter or other attendees

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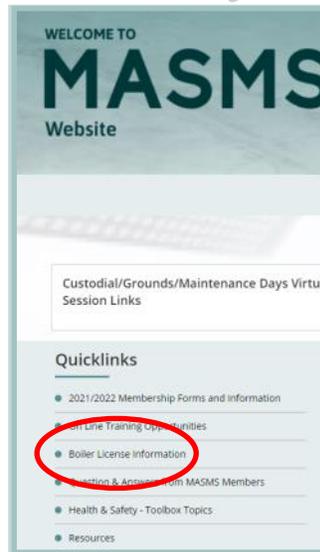
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**PAST PRESIDENT** | JIM LEUER, ROCKFORD SCHOOLS  
**SECRETARY** | KAIN SMITH, FARIBAULT SCHOOLS  
**TREASURER** | KEVIN HILDEBRANDT, ISG  
**VENDOR DIRECTOR** | MIKE REMINGTON, INSPEC

**NORTHERN CHAPTER DIRECTOR OPEN**  
**SOUTHERN CHAPTER DIRECTOR**  
 KEVIN JOHNSON, RED WING SCHOOLS, RETIRED  
**METRO CHAPTER DIRECTOR**  
 CHRIS WIRZ, ST. FRANCIS SCHOOLS  
**NW CHAPTER DIRECTOR**  
 SETH PUTZ, LAKE OF THE WOODS  
**WEST CHAPTER DIRECTOR**  
 WADE NIBBE, ALEXANDRIA SCHOOLS  
**EXECUTIVE ADMINISTRATOR**  
 RUTH KRAEMER, MASMS OFFICE

## UPCOMING MASMS EVENTS

September 29, 2021	MASMS Scholarship Golf Event
September 30, 2021	MASMS Fall Conference and Expo
October 1, 2021	MASMS Fall Conference
October 20, 2021	MASMS Southern Chapter Meeting
October 27, 2021	MASMS NW Chapter Meeting
November 9, 2021	MASMS Metro Chapter Meeting
November 17, 2021	MASMS West Chapter Meeting
November 18, 2021	MASMS Northern Chapter Meeting
December 14, 2021	MASMS Metro Chapter Meeting
December 16, 2021	MASMS Northern Chapter Meeting
December 17, 2021	MASMS Southern Chapter Meeting
December 22, 2021	MASMS NW Chapter Meeting
January 11, 2022	MASMS State Meeting
January 19, 2022	MASMS West Chapter Meeting
January 20, 2022	MASMS Northern Chapter Meeting
February 8, 2022	MASMS Metro Chapter Meeting
February 17, 2022	MASMS Northern Chapter Meeting
February 23, 2022	MASMS Southern Chapter Meeting
February 23, 2022	MASMS NW Chapter Meeting
March 8, 2022	MASMS Metro Chapter Meeting
March 16, 2022	MASMS West Chapter Meeting
March 17, 2022	MASMS Northern Chapter Meeting
April 12, 2022	MASMS Metro Chapter Meeting
April 20, 2022	MASMS Northern Chapter Meeting
April 20, 2022	MASMS Southern Chapter Meeting
April 27, 2022	MASMS NW Chapter Meeting
May 18, 2022	MASMS West Chapter Meeting



## Information and Links for Boiler Training

We added a new section to the MASMS Website ([www.masms.org](http://www.masms.org)) under “Quicklinks” titled **Boiler License Information.**

This area contains links for state contacts, resources, training and policy information.

If you have information and links that would be helpful to MASMS members please forward them to the MASMS office ([ruth@masms.org](mailto:ruth@masms.org)). Additional information that may be helpful is welcome and will be added to the website.

## MASMS YELLOW PAGES

Looking for a specific product or service? Need more information on a product? Our Business Members are listed in the MASMS Yellow Pages on the MASMS website. It is listed by product and service categories.

Just click on a name and you will go to the company’s web site! Easy!



**Volunteers** | The broadest, and maybe the most meaningful definition of volunteering: Doing more than you have to because you want to, for a cause you consider good!

## The following Chapter Officer Positions Are Open:

Please contact the MASMS office if you would be interested in serving in one of these positions.

**Northern Chapter: Secretary & Director Positions**  
**West Central Chapter: Secretary**

A Chapter Secretary maintains minutes of chapter meetings; A Chapter Director is the liaison between the Chapter and the Executive Board and the Chapter Vendor Rep is the liaison between business members and the chapter.