

A&WMA Coastal Plains Chapter
Board Meeting Minutes
January 29, 2016

Minutes of Meeting:

Date: January 29, 2016

Time: 11:30

Place: Franco's

Board, Directors, & Standing Committee Members (present if checked):

✓ Chair	Greg Terry
Vice Chair	Jill Johnson
✓ Treasurer	G. Dwain Waters
✓ Secretary and Membership Committee Chair	Susan Kennedy
✓ Immediate Past Chair	John Meade
Director	R. Mike Markey
Director	Cynthia Arnold
✓ Director	Dennis Mitchell
Director	James Garrison
✓ Director and Luncheon Committee Chair	Amy Mixon
Director	Hector Hernandez
Scholarship Committee Chair	Matt Schwartz

Guests: None

Greg Terry, Chair, called the meeting to order at 11:40 am. Board Quorum was present

July 2015 Board Meeting Minutes

July meeting minutes were reviewed; motion made and passed to approve July Board meeting minutes.

2016 Board

Mr. Terry reviewed the 2016 Board members and thanked John Meade for his service as Chair for the past 2 years. A more formal thank-you was promised at an upcoming (March or June) meeting.

Financial Summary

Ms. Kennedy discussed information from the Section meeting regarding the financial problems at the National Level of the A&WMA. Based on this discussion, a motion was made and passed for the Chapter to donate \$500 to National for 2016.

Mr. Waters reviewed the 2015 expense statement for the Chapter and noted the End of Year balance at \$11,672.35 which is similar to past years. Mr. Waters reviewed the proposed budget for 2016 and noted a Projected Revenue over Expenses. A couple of items to note:

- Scholarship Contribution from the Southern Company Foundation will not be solicited in 2016 by the Chapter due to lack of awarding all scholarship moneys in 2015.

- Annual liability insurance was not listed and will be added. *Action item was identified for treasurer to solicit annual insurance policy for Board members – Dwain Waters*
- Section Membership Dues for Associate members was discussed. Dues are paid to Section for Associate members, but it is unclear what benefits the Chapter received from these dues. Noted that Associate members do not receive discounted registration fees from Florida Section. Dues will be paid in December 2016. Issue will be tabled until later in the year prior to dues deadline.
- Mr. Waters will file the 2015 annual reports within 60 Days for the Chapter.
- Mr. Waters will assist Alabama chapter with 501c3 if they need help.

Motion was made and passed to accept 2016 Budget as proposed.

Scholarship Discussion

Board discussed concerns regarding lack of scholarship applicants. Gulf Power Company Foundation contribution will not be requested because all scholarships were not awarded in 2015. Ideas were discussed on how to increase our applicants such as adding a poster competition to the annual meeting, expanding to other Departments (e.g., science education), etc. *Action item was identified to contact Matt Schwartz for his thoughts. Dr. Schwartz will also be asked if he would like to continue on the Board as Scholarship Committee Chair or if he had a suggestion for another to take his place. Mr. Terry will contact Dr. Schwartz.*

Membership Update

Ms. Kennedy provided the membership update for 2016. Total members are 99, of that 27 are International, 67 Associate and 5 are Student memberships. There are currently 2 lapsed International members. Ms. Kennedy as emailed the lapsed members and has not heard back. Suggested that Board members review lapsed members to see if they know them and can encourage renewal.

Issue was raised by Board regarding recognition of Board Members by International Level. International does not recognize Board Members who are not International A&WMA members. Because Chapter pays liability insurance for our Board Members to International, all Board members should be International members. Future elections of the Board will make sure that International membership is a known requirement for Board election. *Action item was identified for all Board Members to review their membership status.*

Upcoming Meetings

Board meeting for 2016 will be scheduled for monthly, 3rd Thursday of the month and adjusted according to schedule.

Membership meetings will be held quarterly in 2016. Meeting tentatively scheduled for March, June, September, and December

March meeting – Topics were discussed and Board decided that primary topic could be robotics with a focus on robots that support environmental projects (e.g., spill cleanup). Other topics suggested were the college to environmental connection, what Airbus has to do for their environmental compliance and economic impacts. *Action item to schedule March meeting, reserve room and solicit speakers – Greg Terry to coordinate.*

June Annual Technical Conference – Date was set for June 9-10th 2016 at Gulf Power Addison Auditorium. Needs are a Keynote Speaker and Workshop topics. Conference will be dedicated to Jim Norris and Fred

Nowling. *Action item was identified to reserve venue – Greg Terry. Action item was identified for all Board Members to suggest Key Note speaker options so that the speaker can be reserved as soon as possible.*

Prizes at Annual Conference – Board members discussed the a concern regarding a dollar limit for giveaways for taxation reporting purposes for 501(3)(c) organizations. *Action item was identified to investigate any dollar limits for annual conference prizes – Dennis Mitchell.*

New Business

Mr. Waters relayed information regarding our sister Alabama Chapter and discussed concerns regarding their financial status. He proposed that the Board consider a donation to the Chapter. Board responses were positive. *Action Item was identified to follow up with the Alabama Chapter regarding financial assistance – Dwain Waters.*

Websites and Facebook updates – Mr. Terry noted the need to update the Chapter Website and possibly include a Facebook page. *Action item was identified for Ms. Kennedy to investigate options for the website and Facebook pages.*

ACTION ITEMS:

Person	Action	Completed?
Dwain	<i>Solicit annual insurance policy for Board members</i>	
Greg	<i>Contact Matt Schwartz for his thoughts on scholarships and ask if he would like to continue on the Board as Scholarship Committee Chair or if he had a suggestion for another.</i>	
All	<i>Board Members to review their membership status.</i>	
Greg and All	<i>Schedule March meeting, reserve room and solicit speakers</i>	
Greg and All	<i>Reserve annual Conference venue – Greg Terry. Suggest Key Note speaker options so that the speaker can be reserved as soon as possible - all</i>	
Dennis	<i>Investigate any dollar limits for annual conference prizes –</i>	
Dwain	<i>Follow up with the Alabama Chapter regarding financial assistance</i>	
Susan	<i>Investigate options for the website and Facebook pages.</i>	

Adjourn

Meeting adjourned at approximate 1 pm.

Signed:

Susan Kennedy
Secretary

Greg Terry
Chair

