



## FLORIDA SECTION BOARD MEETING AGENDA

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April 17, 2019  
3pm - 4 pm EST

Conference Tele: 1 (855) 242 0361/Code: 50392451#

- I. Call to Order & Roll Call – Manitia Moultrie  
2018 – 2019 Officers:

|  |                                      |
|--|--------------------------------------|
| Manitia Moultrie - Chair                       | Joe Applegate – Director             |
| Susan Kennedy – Immediate Past Chair           | Joe Brown - Director                 |
| Liz Foeller –Executive Secretary               | Julianna Duckworth – Director        |
| Christina Akly – Vice Chair                    | Kevin Holbrooks – Director           |
| Byron Burrows - Secretary/Treasurer            | Upasna Rai – Education Director      |
| Paula Cobb – Director ( <i>Open Position</i> ) | Kurt Westerlund – Website Director   |
| Jill Johnson – Director                        | Kaitlyn Tingum – Membership Director |
  
- II. Old Business:
  - a. Approval of February and March Meeting Minutes  
No corrections to February or March meetings, so we proceed to approve meetings  
Minutes approved for February and March
  
- III. New Business
  - a. Section Annual Report  
Report was submitted timely. Thank you to Susan Kennedy for completing the report.
  - b. Next Board Meeting – May 15, 2019 @ 3pm EST
  
- IV. Treasurer Report – Liz  
Approval process for future spending – Liz/Kevin  
Kevin still updating the form, he will try to provide an update by next week  
  
No changes in the past month  
Submitted tax forms and paid annual registration requirements  
Filed annual quart  
Check sent into AWMA international with the annual report  
Byron received check from AWMA international; Byron to send to Liz  
  
Kevin to give Manitia contact information; still taking feedback on form
  
- V. Florida Section A&WMA Technical Conference
  - a. 2019 Conference – Tallahassee (Save the Date/Venue)
    - i. Website/Sponsors – Joe A./Jill (see email from Kurt)  
Kurt provided checklist of what to include in AWMA website for conference  
Kurt to upload pdf for sponsorship form  
Kurt to use previous picture for the front page  
- Kurt needs moto/theme for front page; reflective of 2019, Tallahassee  
Manitia to provide pictures from last year’s conference to put on webpage

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ii. Venue/Logistics – Liz/Joe A.

Paula Cobb no longer with Duke and has relinquished Director Position  
Manitia looking to Duke Energy to provide a replacement for co-chair  
Manitia suggest setting up a separate call to information sharing on past conferences  
There is no conference co-chair for Tallahassee

- Joe Brown suggested Robert Manning and Tamara from his office to assist
- Susan Kennedy offered to provide additional assistance, maybe as a co-chair

iii. Technical Conference Call Schedule – Joe A./Joe B./Kevin

Christina offered to be committee member

Joe Brown to be liaison with FDEP

Robert Manning may step in for Joe as needed

iv. AWMA Conference App – Susan

Susan has a volunteer for chapter conference; waiting until after chapter conference to consider him for FI conference; there is still an opportunity for someone else to volunteer

App is paid for – thanks to Board for approval.

Kaitlyn to provide a list of YP's from membership list

b. International A&WMA 2020/21

May webinars available

ACE is in Quebec City, Canada

No agenda item for location for 2021 – they are having trouble with confirming Florida location

VI. Review of 2016 – 2019 Goals – updates if available

a. Promote information sharing and grow Florida Section membership – Kaitlyn Tingham

Kaitlyn to send out list of lapsed members from December to March before next call

- Soliciting help from local people to reach out to the lapse members

Kaitlyn to pull monthly member data and send out a report before monthly call to be included as an action item.

Some issues with the membership data – classified students, YPs, individuals depending on registration and time with the association

Kaitlyn to send a list of the lapsed students to Upasna

- Looking to confirm students that have graduated and if we can get updated emails/encourage YP membership
- Kaitlyn to come up with a template to go out to new grads in the summer time
  - o Shows discounted (free?) rates
  - o Benefits of the association
  - o Contacts for more information

b. Increase revenue to support new programs & scholarships – all (Jill Johnson)

Joe also suggests setting up a planning conference call

Jill and Joe working on updating sponsor sheet

Gulf and FPL have registered as Sponsors

c. Energize Florida Chapters – Southeast, Northeast and Big Bend Chapters

SE – Board Meeting this Friday; to set up 2<sup>nd</sup> quarter meeting

NE – Bi monthly meetings; still advertising and working on continuity

Tampa – next meeting 2<sup>nd</sup> Tuesday in May

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### Coastal Plains

- Alabama/Coastal conference coming up: FCG meeting at location; Ethics workshop
- Hosted a webinar/symposium at UWF; lots of students in attendance
  - o Promoted starting UWF student chapter
  - o Promoted Annual conference
- Scholarship applications are out and due in May (at least 3, \$1,000 scholarship)
- Successful YP event; YP from Mobile AL reached out

### Big Bend – Joe, Joe, and Scott Sheplak hosted a call;

- Talking to local colleges on interest in starting student chapters (FAMU, FSU).
- Also checking with YPs at DEP

### d. Promote student involvement – Upasna Rai

UF and TRC had a successful happy hour event; TRC is offering internships for the summer  
UF organizing ESSIE Poster Symposium today at UF. Upasna volunteered to be a judge and ill  
update. Total of 36 posters presenting

### e. Promote YP development (and participation in conference) - Christina Akly

Christina will send out request for volunteers

Flare webinar for Air Working Group

### f. Building the Florida Section Bench Strengths - All

VII. Chapter Updates

VIII. Other items

IX. Adjourn