

# A&WMA Coastal Plains Chapter

## Board Meeting Minutes

*December 17, 2020*

Date: December 17, 2020  
 Time: 03:32 pm  
 Place: Conference Call

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

- |   |  |                   |
|---|--|-------------------|
| ✓ | Chair  | Susan Kennedy     |
| ✓ | Vice Chair                                       | Cheyenne Whitmire |
|   | Treasurer  | Richard Brown     |
| ✓ | Secretary and Membership Committee Chair         | Debbie Hitchcock  |
|   | Immediate Past Chair, YP Chair                   | Jill Johnson      |
|   | Director, Continuing Ed Chair, Scholarship Chair | Greg Terry        |
|   | Director   | Open              |
| ✓ | Director, Website Chair, YP Chair                | Michael Weedon    |
|   | Director   | Open              |
| ✓ | Director, Hospitality Chair                      | Amy Mixon         |
|   | Director   | Open              |
|   | UWF Coordinator/Scholarship Liaison              | Phillip Schmutz   |
| ✓ | Big Bend Chapter                                 | Joe Applegate     |

**Susan Kennedy, Chair called the meeting to order at 03:34 pm. Board Quorum was present.**

**September and November 2020 Board Meeting Minutes**

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Quorum present, meeting minutes approved.

**Action Items**

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Person	Action	Completed?
Debbie	Update membership list and send to Michael	
Susan/Richard	Reconcile conference funds with Section prior to the year end	
Susan/Greg	Verify if Gulf Power is contributing towards scholarship fund, prior to year end	
Debbie	Get scholarship winner information from Greg and sign up winners as International Members	
Debbie	Forward membership application link to Cheyenne and Richard	
Joe & Susan	Obtain International approval for Chapter merger	
Joe & Susan	Adjust bylaws to accommodate Chapter merger	
Michael	Send out notice/update to membership in both chapters regarding merger	
Joe	Coordinate getting Big Bend membership list to Michael, identify key members to fill open Board positions	
Board	Virtual meeting topics	In process
Board	Work on ways to drive up attendance.	In process

**Florida Section/Shared Conference**

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- Survey – additional feedback was positive.

## Membership Report

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- Updated membership list to Michael so he can send out notice next week (ACTION ITEM – DEBBIE)
- Forward membership application link to lapsed Board members (Cheyenne and Richard);

## Treasurer Report

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- Susan to follow up with Richard re: reconciling with Section and ADEM registration invoices. (ACTION ITEM - SUSAN)

## Scholarship Report

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- Susan to follow up with Greg re: Gulf Power scholarship funds (ACTION ITEM – SUSAN)
- Obtain scholarship winner info from Greg (ACTION ITEM – DEBBIE)

## Board Member Elections, Meeting Times

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- Three open positions; Amy's is up for renewal and has committed to continuing.
- Going to drop nominations for the Board, continue with existing Board.
- Continue monthly meetings but move to lunch time on Thursdays.

## Merging with Big Bend Chapter

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- Joe Applegate discussed.
  - Would prefer the money left in the Chapter funds go to scholarship fund.
  - Goal to recruit students from each of the three universities and someone from FDEP (YP?).
  - Joe and Susan take the idea to International for approval (ACTION ITEM – JOE & SUSAN).
  - Continue with our Board and then have designated positions for Big Bend area Board members to fill the three open position.
  - There is a lot of competition in associations in Tallahassee, may want to jointly sponsor mixers. Joe mentioned the legislative update in April/May, luncheon with FDEP and attorneys providing briefing (well attended).
  - Need to make adjustments to bylaws and have members votes on the merger. Susan and Joe to work on bylaws (ACTION ITEM – JOE & SUSAN).
  - Michael to get membership list and send out notice to both chapters (ACTION ITEM - MICHAEL).
  - January 21<sup>st</sup> will be the first joint Board meeting, tentatively. Joe will find key people to fill three open Board positions; he will reach out to Kaitlyn to get membership roster to send to Michael (ACTION ITEMS - JOE).

## Next Chapter Event

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- General Meeting Topic (Virtual) in February 24, 25, or 26 – Overview of impacts of new administration/how it may impact Florida (February).

## Adjournment and Board Next Meeting

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With no further business, Mrs. Kennedy adjourned the meeting at 4:22 pm.  
Next meeting is January 21, 2020 via conference/video call, lunch time.

### Signed:



Debbie Hitchcock  
Secretary



Susan Kennedy  
Chair