

A&WMA Coastal Plains Chapter

Board Meeting Minutes

June 18, 2020

Date: June 18, 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 | Lori Kress |
| ✓ | Director, Website Chair, YP Chair | Michael Weedon |
| ✓ | Director | Ben Stewart |
| | Director, Hospitality Chair | Amy Mixon |
| | Director | Open |
| | UWF Coordinator/Scholarship Liaison | Phillip Schmutz |

Susan Kennedy, Chair called the meeting to order at 03:32 pm. Board Quorum was not present; table approval of May meeting minutes until next meeting.

Action Items

Person	Action	Completed?
Susan	Send email to board for virtual conference planning & ideas	
Board	Come to July meeting with thoughts on virtual conference (speakers, breaks, door prizes, games/polls, potential dates).	
Michael, Jill	Photos for website; update website w conference info	In process
Debbie, Jill	Work on structure of fall general meeting to get students involved	In process
Debbie	Membership drive/update for distribution	In process
Board	Virtual meeting topics	In process
Board	Offering CEU Ethics training in a 2020 meeting. Confirm topic, date and price. Greg has been approved.	In process
Board	Work on ways to drive up attendance.	In process
Ben	Attend Whova training on virtual conferences	Completed
Michael	Send out reminder re: scholarship deadline June 1	Completed
Jill	Conference sponsorship levels & pricing suggestions – raise conference fee to \$100?	On Hold
Greg	Look into AWMA coffee mugs	On Hold
Board	Conference and Workshop topics and speakers	On Hold
Debbie	Look into happy hour venue options for the conference	On Hold
Board	Offering CEU Ethics training in a 2020 meeting. Confirm topic, date and price. Greg has been approved.	On Hold
Jill	Check into getting Grover Robinson as Keynote Speaker	On Hold

Scholarship Report

- Continue with the review & award scholarships to those that have applied.

Membership Report

- No update – call with Susan, Debbie & Michael on sending out email through Constant Contact. Promote virtual conference.

Treasurer Report

- Accounts reduced down to one main one.

General Meeting

- Next general meeting as virtual conference in September.

Website

- Photos uploaded, in the process of adjusting them, checking website for other needed updates.

Young Professionals & Students

- How to keep them engaged? Postpone until fall.

Florida Section

- Considering a conference in October.
- Florida Section – monthly summer webinars – three webinars for \$50.

Leadership Academy

Leadership academy – postponed to 2021. Looking for interested member to attend in 2021.

Annual Conference

- Whova updates – Ben sat in on webinar but didn't gain much more information. Good option as a platform, attendees will be familiar with it; can view on computer screen and mobile device. Easy to set up and computer friendly. Whova doesn't have their own interface- can imbed Zoom or other platforms.
- Discussion on virtual conference – all day conference doesn't seem like it would work well. International conference is week after next, Susan is attending so we will get good feedback on its success/attendance/lessons learned.
- Susan reached out to Alabama Chapter, who surveyed members. 70% of responses said yes to attend virtual conference, depends on cost, agenda, speakers. Another option is to host a virtual conference with live in-person speakers, but have it streamed for others to attend virtually. Gulf Power building is off-limits right now, so that venue is not available and we don't know when it will be available.
- Keep virtual conference on the table with a September timeframe. Make decision in July. Half-day virtual conference with shorter presentations, using Whova app. Need to decide on a cost, sponsorships (using Whova).

Adjournment and Board Next Meeting

With no further business, Mrs. Kennedy adjourned the meeting at 4:07 pm

Next meeting is July 16, 2020 via conference/video call at 3:30 pm.

Signed:



Debbie Hitchcock
Secretary

Susan Kennedy
Chair