

A&WMA Coastal Plains Chapter
Board Meeting Minutes
DRAFT March 19, 2020

Minutes of Meeting:

Date: March 19, 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 present.

February 2020 Board Meeting Minutes

Revision to add Cheyenne Whitmire to the attendee list. Approved with revision.

Action Items

Person	Action	Completed?
Michael, Jill	Photos for website	
Debbie, Jill	Work on structure of fall general meeting to get students involved (since the April 9 th general meeting was cancelled)	In process
Jill	Annual Report	Complete
Jill	Check into getting Grover Robinson as Keynote Speaker	In process
Jill	Conference sponsorship levels & pricing suggestions – raise conference fee to \$100?	In process
Michael, Susan	Send out “Save the Date” Conference Email after the February general meeting	Complete
Board	Review website updates	Complete
Greg	Look into AWMA coffee mugs	In process
Board	Conference and Workshop topics and speakers	In process
Richard	Transfer balance from Business to Lifegreen bank accounts; close out Business account	In process
Richard	Investigate interest-bearing account options	In process

Person	Action	Completed?
Richard	Revise the Chapter budget to breakdown membership & sponsor revenues generated from the conference	In process
Debbie	Look into happy hour venue options for the conference	In process
Susan and Phil	Student development and sending team to FSU for the student challenge.	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
Board	Topics and speakers for general meetings.	In process

Scholarship Report

Discussed and confirmed that environmental law, science education eligible to apply for scholarship.

Membership Report

Need to add YP category on conference registration website. We don't have a mechanism on chapter level to track YP.

Treasurer Report

No report (Richard absent).

General Meeting

April 9 General Meeting cancelled.

Student Chapter

Postpone student focus meeting to this fall. Discuss possible dates with Phillip later this month.

Young Professionals

Difficult to plan social events with COVID-19. Chapter won't sponsor March 26th FES event, assuming it will be cancelled.

Leadership Academy

Leadership academy – probably off the table now due to COVID-19.

Annual Conference

- Discussion on whether to have the conference or delay it. We usually try to wrap up a keynote speaker first, probably have a few weeks but if we don't have a firm answer by April 16, may have to postpone. Could probably get an International AWMA officer as a keynote, if the Mayor isn't available. Still try to pursue securing the keynote speaker: Mayor and an alternate.
- We can decide during next meeting to postpone conference and discuss potential dates.
- Discussion on raising the fee to \$100; Susan to make suggestion to Richard.
- Need to decide on topics – PFOA, risk/crisis management, Port of Pensacola, other.
- Whova app has been purchased.
- Workshop – Cheyenne looking into solar energy or alternatives to solar, need a topic – expert at each station to lead the discussion? Tried PFOA but couldn't get panelists on one date.
- Happy hour – continue with finding alternatives, check out how receptive restaurants are to planning an event in June.

Adjournment and Board Next Meeting

With no further business, Mrs. Kennedy adjourned the meeting at 4:14 pm
Next meeting is April 16 via conference call or at Geosyntec at 3:30 pm.

Signed:



Debbie Hitchcock
Secretary

Susan Kennedy
Chair