

## FLORIDA SECTION BOARD MEETING AGENDA

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January 20, 2021  
 4:00 PM – 5:00 PM EST

I. Call to Order & Roll Call –Byron

2020 – 2021 Officers:

Byron Burrows – Chair	Joe Brown - Director
Christina Akly – Immediate Past Chair	Jill Johnson – Director
Joe Applegate – Vice-Chair	Kevin Holbrooks – Director
Christine Schaub – Secretary	Susan Kennedy – Director
Liz Foeller – Treasurer	Manitia Moultrie – Director
Kaitlyn Watkins – Membership Director	Greg Terry – Director
Upasna Rai – Education Director	Veronica Figueroa – Director
Kurt Westerlund – Website Director	Haofei Yu – Scholarship Chair
	Lynn Robinson – Continuing Ed Chair

\*Yellow Highlights=present

II. Safety Moment:

a. Energy wheel for job hazardous analysis- great tool for both jobs and home hazardous. Can improve hazardous by 30%. Bryon will share for those interested.

III. Old Business:

a. Welcome new and existing members.

b. Approval of September and October Meeting Minutes. Joe motioned to approve, and Christina seconded.

c. Approval of December Meeting Minutes- Joe motioned to approve and Susan seconded.

d. Jill Johnson has decided to not continue to be a director and Joe has volunteered to put his name in for the international conference.

e. Christina- she was apart critical review committee. Christina will follow up with Joe.

f. We need a website director. Action Item: everyone reviews the resources and make a recommendation on who we can appoint.

i. Are we still trying to move forward to Chapter having their own page?

ii. Pursue with perspective chapter for individuals and then from there we can work with those individuals to work on the FL section page, that why there is more than 1 person to help with the website.

iii. Susan can follow up with Michael on this item.

g. Virtual joint FL Section/Coastal Plains/Alabama Chapters membership award- Coastal Plains did receive the award.

h. Merging the Coastal Plains Conference- Liz and Susan will review a meeting to review financials.

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- IV. Treasurer Report – Liz
  - a. Will have the annual financial status report by February’s meeting.
  - b. Will file for IRS -taxes will be filed this month.
  - c. The annual business report to FL has been completed.
  - d. As a board we might want to obtain insurance from the international and need to decide if we want to continue this year. In past we had discussed with Joe Brown, and we had decided to do this in the past regularly. Cost is \$175.00. Christina motioned and Joe seconded. All approved. Motion passed to purchase the board of directors’ liability insurance.
  
- V. Board Elections
  - a. 2020 recap
  - b. Role Review
  
- VI. Discussion of 2021 FL Section Goals – Byron
  - a. Full plate with ACE and supporting that this year. CONFERENCE
  - b. Promotion of student involvement
    - i. Upasna- interest in starting a student chapter starting at FAU- needs guidance on what is required besides a professional.
    - ii. Action item: Upasna and Bryon will discuss after review.
    - iii. Christina- under the website- resources page it gives you the requirements and a guidebook. Update the contact from Jordan Haywood to current.
  
- VII. International A&WMA 2021 – Christina/Susan
  - a. Joint monthly meetings with HQ
  - b. Each counsel is coordinating their own meetings.
  - c. Technical counsel- will meet next week – Byron and Christina. Will organize all technical sections for conference.
    - i. Goal is for registration by February 1<sup>st</sup>.
    - ii. And will finalize number of days
  - d. YP counsel- Kaitlin will attend after this meeting.
  - e. Sections and chapters counsel- Greg and Susan
  - f. Keynote- Susan and Christina will look at and it will be individual no over lap.
  - g. Virtual tours- Christina to follow up with Manitia
  - h. Women’s Panel- Liz
  - i. YP program:
    - i. YP- what events? Will mirror what they did last year, something every night and started at 6pm (trivial) and did 1 hr. 1 or 2 tech panel “how does it work” on YP Wednesday.
    - ii. Will have the proposals in this week.
  - j. Student program/education counsel:
    - i. Students will submit papers to counsel, and one will be picked to be in the technical program.
    - ii. Student program will be separate- all on schedule. They will have award ceremony and reception.
    - iii. Committee panel not sure of times- will have meeting first of February to nail down. Keynote first then career panel after.
  - k. Exhibitor/Sponsorship- live Q&A- Joe: still considering how to handle.

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- i. Bryon will follow up with Holly with Duke and provide to Joe and he will follow up.
- ii. Provide descriptions to Tracy by Monday, 1/25 and copy Christina. And copy Christina when you are asking people you are inviting to present.
- iii. How much will our section get since the conference is virtual?
- iv. Local Host Committee Topics- Christina will follow up with Bryon.

VIII. Other Items:

- a. Big Bend and Coastal Plains will merge, at least temporary, will provide more details next meeting.
- b. Add an extra 30 mins to meetings for the conference discussions.

IX. Adjourn

X.