June 21, 2023

4:00 PM – 5:00 PM EST

1. Call to Order & Roll Call –Chrissy/Kevin/Debbie

2023 Officers:

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| Christine (Chrissy) Schaub – Chair | Joe Brown - Director |
| Joe Applegate–Immediate Past Chair | Carl Eldred– Director |
| Kevin Holbrooks – Vice Chair | Susan Kennedy – Director |
| Debbie Hitchcock - Secretary/Treasurer | Manitia Moultrie – Director |
| Liz Foeller – Executive Secretary | Veronica Figueroa – Director |
| Kaitlyn Watkins – Membership Director | Dr. Jiannan (Nick) Chen – Scholarship Chair |
| Christina Akly– Education Director | Lynn Robinson – Continuing Ed Chair |
| Sara Ahsan – Website Director | Michael Kyhos - Director |
| Byron Burrows - Director |  |

1. Thank you so much to everyone that helped with the ACE 2023 conference!!!
2. Old Business:
   1. Approval of May Meeting Notes – approval deferred to next meeting.

1. Treasurer Report – Liz – no additional updates to below, except that the Northeast Chapter needs to establish a new bank account and then we can pay them their dues check. Funds in the previous (now inactive) account may have been sent to the State treasurer fund and it’s a slow process to claim it.
   1. Invoice and W-9 sent to FPL for $2,000 in scholarships
   2. Sent $4K check to A&WMA 2023 ACE to sponsor the ECi student challenge
   3. Distributed all Chapter dues reimbursements to those who have bank accounts (Tampa, Coastal Plains, Southeast Chapter) – Northeast Chapter does not have a bank account to deposit their reimbursement.
2. Website Hosting Discussion – Liz
   1. We need to relocate the website hosting location by END OF JUNE – possible options listed below. If we cannot decide on an option before the end of the month, we can do the NameCheap option and get 1 month of free hosting with a monthly renewal at $9.18/mos (and delay signing up for the security and SSL services right now).
   2. Evaluated the cost of website hosting with the same US based company that has the domain name registration to be $147/year ($12.25/mos) and includes:
      1. website hosting – based in US
      2. SSL certificate
      3. Security – including malware detection, database cleanup, and website backup (the backup is the critical component here)

The website hosting plus $35/mos for constant contact plus 2.89%+$0.49 per transaction fee for paypal (about $33/mos) is what FL A&WMA would be spending today.  **This is $80.25/mos today and the Board has multiple providers and is missing the conference registration seamlessness we previously had with Constant Contact.**

* 1. Participated in Evaluation of StarChapter at a cost of $83/mos plus $779 website set-up fee (selecting from 5 styles).  This company features:
     1. SSL certificate
     2. Wordpress hosting – based in US
     3. Email
     4. Conference registration (cool – and this is something that we struggle with Constant Contact)
     5. Credit Card processing (need to check if there is a processing fee for this – I would expect there to be one)
     6. DOWNSIDE – no website security is offered (this is critical if the site gets hacked – and we have been hacked before) – so would require an additional $5.50/mos and working with a different company to provide this service
     7. OF NOTE:  Price of $83/mos is for 150 members or less plus 1,000 additional contacts (non-members) – if we have more than 150 members the price is $105/mos.  For 2023 – we are at 132 members in the FL Section.

**This option with the monthly fees for hosting, security, and estimated cc processing (assumed 2.89%) is about $117.40/mos  + $779 (one-time fee) – and the Board has all the features needed for future conferences with 2 different providers.**

**The difference between the two options on an annual basis is about $445.80 (+/- 10% for estimates – so could be about $45 more or less than this).**

**If the membership increases to over 150 – the difference between the two options on an annual basis is $858.60 (+/- 10% for estimates – so could be about $85 more or less than this).**

Discussion: If we chose StarChapter, we (as a Board) need to make a commitment to keep website content updated. Byron made a motion to move the website to NameCheap on a month-to-month basis while the Board continues to evaluate options, and not yet purchase the security option until a final decision is made. Motion was seconded by Chrissy; motion approved.

Susan will coordinate with Greg Terry (Coastal Plains Chapter) on how to collect money through Constant Contact.

1. Annual AWMA Report- Byron/Joe – Completed May 22, 2023
2. Review of Activities
   1. Promote information sharing and grow Florida Section membership – Kaitlyn Watkins
   2. Revenue allocation to support new programs & scholarships – Liz/Dr. Chen – Nick provided update: he received scholarship history since 2018, approximately $4000 with several levels; he has university contacts so he is ready to send email out. The Board can help review applications.
   3. Promote student involvement – UF, USF, FAMU, and UWF update – Christina/Manitia
      1. UF is interested in developing a student chapter
      2. Byron started ball rolling with USF, a couple professors that are interested
   4. Promote YP development (and participation in the conference) – Chrissy Schaub/ Kaitlyn
   5. Building the Florida Section Bench Strengths – website updates – Sara
3. Chapter Updates
   * 1. Coastal Plains/Big Bend update – successful conference last Friday (June 16), presented 4 scholarships; August webinar is in the works and maybe planning a smaller gathering in Tallahassee in November or December. Board to think about Section meeting in Tallahassee in the fall.
     2. Tampa Bay update
     3. Southeast update – Chrissy updated – mixer event tomorrow with AWRA
     4. Northeast update

Adjourn