



BOARD OF DIRECTORS MEETING MINUTES

November 21, 2014

St. Augustine, Florida

9:30 a.m.

- I. Call to Order – Michael DelCharco - 9:34 a.m.
 - a. Roll call by sign in sheet – see attached
 - b. Welcome and introduction of Board members and guests
 - i. Mike Cullum and Roger Copp
 - c. Revisions to Agenda - none
 - d. Responsibility for the Technical Program Documentation – Michael DelCharco
 - i. Reminder to encourage presenters to provide an abstract that can be used for the meeting summary for the newsletter.
- II. Reports
 - a. Presentation of September Minutes – Kristin Bennett
 - i. Motion and second to approve as published. Minutes accepted.
 - b. Presentation of Treasurer Report- Mark Diblin
 - i. Spending has exceeded income this year, mostly due to student support.
 - ii. Meeting summary: net revenue includes all meetings except St. Augustine. Meetings currently show a \$8,554 profit.
 - iii. Largest expenditure was for student sponsorship/support
 - iv. 2014 spending and 2015 proposed budget:
 1. Proposing ~\$5,000 increase in spending from 2014 to 2015.
 2. Added student support for conference attendance and travel for our board members who may be on AWRA National board.
 - a. Don Duke currently serves on both state and national boards. He is very active with the student chapters and asset to the Boards. FGCU is not funding the position. Don previously made an inquiry about the board providing financial assistance. Proposed \$900 in total support for his attendance at the National conference and National board meeting.
 - b. Question becomes who do we support and when since we have several state members who are on the National Board (Don Duke, Dave Watt and Rafael Frias).
 - c. Motion and second to fund Don's travel at \$900 for 2014 National.
 - i. Consider a policy that when someone is on the Board and if they need financial support we offer a National Board fund. Consider as-needed basis and case by case decision. Considerations include if the person's employer is not funding the travel suggest AWRA pay for registration and some amount to offset for travel expenses.
 - ii. Need to identify a budget
 - iii. Garrett offered to draft a policy.
 1. Clarification on is it funding for every meeting or just National? Suggest just National. Suggest similar to student support – preference provided for members who are presenting or on a panel and providing a summary back to the board.
 - d. Funding for the Watershed Journal – we budget for it because we signed an MOU that if we needed funds we would provide it. Currently electronic and hosted by

Executive Committee

Michael DelCharco, P.E.

President

Jacksonville

Gary Howalt, P.W.S.

Vice-President

Jacksonville

Kristin K. Bennett, Esq.

Secretary

Stuart

Mark Diblin, P.G.

Treasurer

Gainesville

Carol Hinton

Past President 2013

Gainesville

Annette Carter

Past President 2012

Stuart

Board of Directors

Ed Call

Brooksville

Joanne Chamberlain, P.E.

Jacksonville

Catherine Katsikis

Royal Palm Beach

Richard Creech, P.E., P.S.M.

Stuart

L. Donald Duke, Ph.D., P.E.

Ft. Myers

Carol Howard

Sebring

Gregg Jones

Tampa

Jeremy McBryan, P.E., CFM

West Palm Beach

Walt Reigner, P.E., CPESC

Lakeland

Krista D. Sabin

Palm Beach Gardens

Catherine A. Walker, P.E.

Palatka

Garrett Wallace

West Palm Beach

Shayne Wood, P.E.

Jacksonville

FWEA website so there are no costs. Consider using the funds not used for the Journal to support funding for travel to National. Michael DelCharco will follow up to request the Journal request the money by a date certain (July) which provides time to provide funding for National attendance.

- e. Move approval and second to accept the budget as presented. Motion passed.
- f. Move and second to approve treasurer's report. Motion passed.
- c. Committees
- d. Tellers – Election of Officers for 2015
 - i. President – Gary Howalt
 - ii. Vice President – Kristin Bennett
 - iii. Treasurer – Mark Diblin
 - iv. Secretary – NEED A VOLUNTEER. Must remember the “traditional” approach is for the person to ascend to the presidency so there is a time commitment when offering to serve as an officer on the Board.
 - 1. Responsibilities include preparing the minutes at the board meetings.
- e. Education – Kristin Bennett
 - i. Update provided on students who attended National. The students have prepared a brief write up about their experience. The write ups will be included in the next newsletter.
 - ii. Roger Copp offered to have Courtney Steele work on developing a policy for the formation of state chapters. Kristin Bennett will work with Courtney.
 - iii. Terri Seron is one of today's speakers. She is a Flagler student. Flagler students want to start a student section. Would need a board liaison for Flagler. Shayne Wood offered to work with Gary Howalt to address the split between UNF and Flagler college.
- f. iii. Membership – EVERYONE
 - i. We have reached over 300 members. 195 professional, 91 students, 9 fellows and 6 life members. Contacts are just under 900
 - ii. Compliments to Walt Reigner's introduction in Tampa who explained the value of membership and introducing the students to demonstrate how membership supports the students. Two students were hired by AWRA members through the students' interaction with AWRA. This includes Courtney Steele and Reed Putnall (USF students).
 - iii. We provided \$16,329 in student travel support in 2014 in addition to the grants, awards and scholarships.
 - iv. Life of program: Butler \$43k, Storch \$35k and \$14k Young.
- g. iv. Newsletter – Gregg Jones
 - i. December 5 – Send material to Gregg Jones
 - ii. December 10 – Gregg to send draft for review
 - iii. December 15 – Comments on draft due to Gregg
 - iv. December 17 – Final draft for review

Important for everyone to remember to respect the deadline as it affects Greg and Michael Tyson and their work loads.

Suggest sending out a calendar invite to remind people about the due dates.

Suggest a token of appreciation for Michael Tyson.

- h. PDH Credits - Shayne Wood
 - i. There are changes in the program. Will affect how we get our certification. Shayne Wood has been logging in and entering the attendance data to register the credits. Further break down in area of practice.
 - ii. Shayne Wood will investigate the changes and ensure we implement the program appropriately.
- i. Student Support
 - i. FIU –
 - ii. FGCU – Don Duke & Ron Edenfield
 - iii. USF - Gregg Jones: students have held a meeting. Roger Copp and Gregg Jones will work together with Courtney and Reed to continue their involvement in USF and AWRA.
 - 1. Suggestion we develop a speakers' bureau that will provide information to the student chapters about professionals in their location and topics that may be presented.
 - 2. Jeremy McBryan will organize an email blast looking for volunteers to present to the students.
 - 3. Suggest posting online. Need to solicit volunteers. Board members to submit information and include in the newsletter and solicit volunteers.
 - iv. UNF - Gary Howalt & Shayne Wood
 - v. UF - Michael DelCharco & Carol Hinton
 - 1. Chapter continues to hold meetings. Several students attended national.
 - 2. Question about employment: those with masters degrees are having more good fortune
 - vi. UCF -
 - vii. Daytona State College – Cathy Vogel
- j. National News - Don Duke
 - i. Michael DelCharco, Gary Howalt, Dave Watt, Rafael and Bob Moresi attended.
 - ii. Content was very good with more variety than previous conferences.
 - iii. Received state award
 - iv. National still requesting Florida host 2016. Suggestion that the work load doesn't have to fall on the board. Ken Reid wants the meeting in Orlando in 2016 and may consider doing it without the state chapter's involvement. Challenge is raising local funds. National should also be raising funds. Would like to see our chapter get a benefit out of hosting.
 - v. Consider offering our meeting venues to network for National. Invite National to attend and help recruit additional volunteers.
 - vi. Kristin Bennett to provide to the AWRA board an example of an organization that has a profit share distribution.
 - vii. Good opportunity to have a candid conversation with National to explain what we are doing to support National including funding for board members and student participation. Suggest asking National to put forth their list of items they want to see from volunteers and we must put forth what we want. Identify tasks we will assume and benefits we want to receive.
 - viii. Request to send suggestions to Kristin Bennett who will put together a list to present to National.
 - ix. Suggest aggressively recruiting from the students' participation.
 - x. June in New Orleans climate change specialty conference.
 - xi. Roger Copp willing to help with National 2016.

- k. Future 2014 Meetings
 - i. November – 21 Jacksonville – Shayne Wood and Mike Cullum
 - 1. 110 registrants.
 - 2. John Regan will do introduction and join us for networking.
 - 3. CDM Smith donated a Ipad mini as a prize for an historical trivia contest.
 - ii. February 6 – Ft. Myers – Don Duke and Ron Edenfield
 - 1. Reminder BOD meeting is Feb 5
 - iii. March 2015 – Carol Howard and Cathy Katsikis will chair in the Lake Placid area, the Caladium Capital of the World. Can interact with both SFWMD and SWFMD. March 20 or 27.
 - iv. May 2015 – Kristin Bennett and Gary Howalt to follow up with Ray Scott about chairing a meeting in the Tallahassee or Apalachicola area.
 - v. July 23-24 – Key Largo
 - vi. September 2015
 - vii. November 2015 – Cathy Vogel
 - 1. Daytona State College/Student meeting

Reminder to all meeting chairs regarding Robert Beltran's (SWFWMD) offer to support attendance and presentations by his staff. As meeting planners are putting together a meeting, remember to request SWFWMD person speak at each of our meetings. Send meeting dates to Robert and he will identify a speaker.

Carol Hinton suggested Steinhatchee (2016).

Reminder for 2016 meetings that we will not begin planning until 2015.

- III. Unfinished Business
 - a. Question regarding increase in membership dues (to \$25 professional/\$5 student)
 - i. Motion and second to raise membership dues to \$25 professional and \$5 for students. Motion passed.
 - ii. Member benefits: Online membership directory, student support, posting presentations online, being able to pay online
 - iii. Can consider online sponsorships – website, meeting sponsors.
 - b. Community service opportunity: Michelle Traynor, Shriner's Hospital
 - i. Michael DelCharco will follow up with Michelle.
- IV. New Business
- V. BOD Comments
 - a. Carol notes she has a schedule conflict in July and September. Board understands the conflicts and supports Carol's continued participation on the Board.
 - b. Michael thanked board for the experience and their efforts. He continues to support the idea of local special events, merchandising and an educational trip to Cuba.
- VI. Member & Guest Comments
- VII. Adjourn 11:21 a.m.