

## BOARD OF DIRECTORS MEETING MINUTES

February 5, 2015  
Ft. Myers, Florida  
6:00 p.m.

- I. Call to Order – Gary Howalt **6:10 p.m.**
  - a. Roll call by sign in sheet
  - b. Welcome and introduction of Board members and guests
    - i. Recognition to Garrett Wallace for hosting the Board meeting.
  - c. Revisions to Agenda
  - d. Responsibility for the Technical Program Documentation
    - i. Don Duke will ask the speakers if they will allow the presentation to be posted on the website.
    - ii. Ron Edenfield will work with John Capece to get student volunteers to do the meeting summary.
- II. Election of Executive Committee Members
  - i. Gary Howalt, President
  - ii. Kristin Bennett, Vice-President
  - iii. Mark Diblin, Treasurer
  - iv. Secretary position remains open.

Election tabled until March meeting.

- III. Board of Directors – General Introduction to the AWRA Board
  - a. Responsibilities and expectations: mission is to education professionals and students and to raise funds in order to provide financial support for the students. This is an effort to encourage the students to continue participating in the profession and organization. Bylaws and policies are on the website. Board members are strongly encouraged to attend all meetings and to participate on committees.
  - b. Meeting planning: Board members volunteer to be the board liaison to help chair the meetings. The board liaisons are encouraged to find a non-board member volunteer to help chair the meeting.
- IV. Reports
  - a. Presentation of November Minutes – Kristin Bennett
    - Motion and Second- minutes approved as submitted.
  - b. Presentation of Treasurer Report- Mark Diblin
    - i. Financial Summary of 2014: (see attached report)
      - 1. Net revenue from the meetings: \$7,613.49
      - 2. \$6,700 scholarship expenses
      - 3. \$7,767 student support expenses
      - 4. \$1,000 expense for the poster award for the Ft. Myers (2014) meeting
      - 5. Excess expenses generally attributed to student support for National 2013 that was not paid until 2014.
      - 6. Sandy Young: YTD: \$64,292.00. Scholarship had been funded through the general account. In an effort to build the fund with the intention of it being self-sustaining. Will be in money market for 5 years (2018).
      - 7. Have approved 2015 budget that Mark Diblin will send to the Board
      - 8. Motion and second to accept treasurer's report.
  - c. Committees
    - i. Education – Rosanne Clementi
      - 1. Currently revising the applications. Deadlines are all May 15. Need assistance from the Board to help market the grants, awards and scholarship.

Applications will be posted on the website and an email sent to the Board and the membership.

- ii. Membership – EVERYONE
  - 1. Need everyone to recruit members and encourage participation.
  - 2. 143 members for 2015
    - a. 94 professional
    - b. 37 student
    - c. 6 fellow
    - d. 6 life
- iii. Newsletter – Gregg Jones
  - 1. February 13– Send material to Gregg Jones
  - 2. February 18 – Gregg to send draft for review
  - 3. February 23 – Comments on draft due to Gregg
  - 4. February 25 – Final draft for review
- d. PDH Credits – Ron Edenfield
- e. Student Support
  - i. FIU –
  - ii. FGCU – Don Duke & Ron Edenfield
    - 1. 34 students attending. FGCU will contribute \$10 apiece for the student registration with students paying the \$5.00 balance. 8 FGCU faculty and staff participated. FGCU to contribute \$35 for faculty/staff registration. Hosting guest speaker monthly at Dr. Duke’s classes.
  - iii. USF - Gregg Jones/Courtney Steele
    - 1. 20+ students attended the first meeting. Courtney Steele will follow up with the student chapter.
  - iv. UNF - Gary Howalt
    - 1. ESI hired 2 UNF students. Challenge in finding a faculty advisor.
  - v. UF - Michael DelCharco & Carol Hinton
    - 1. 13 students attending
  - vi. UCF - Shayne Wood
  - vii. Daytona State College – Cathy Vogel
    - 1. Dr. Deborah Woodall is the faculty advisor. They have been going through the process to establish a student chapter and are working with Ken Reid at National. Must be recognized by the university to be recognized by National.
    - 2. Students can participate without being involved in a chapter.
    - 3. Cathy Vogel will continue working with National, including Ken Reid and Dave Watt. Dave Watt offered to work with Cathy Vogel to help form the chapter.
- f. National News - Don Duke
  - i. 2015 AWRA National Meeting
    - 1. Denver, CO. Nov 16-19. Call for special sessions is out now. Call for papers to be published soon.
    - 2. Clarification that National membership is separate from the state membership. The Executive Committee should be members of National.
  - ii. 2016 Annual Meeting – Florida – Dave Watt and Rafael Frias
    - 1. Complimented the Florida section for the receipt of the outstanding state section award. Florida Section is the premier donor to the Herbert Scholarship.
    - 2. Dave Watt expressed concern about the manner in which the message was conveyed regarding a presumption that the Florida Board would be involved in the 2016 conference.

3. Discussion that 3 national/Florida board members chair the meetings and invite the individual board members and state members to participate. Rafa will be meeting chair. Don Duke will be a technical co-chair. Need a finance committee chair(s). Trying to get leadership team together by the end of February.
  4. Looking at WPB, Orlando and Tampa.
  5. Examples of possible opportunities for Florida Section involvement:
    - a. Facilitate Florida student participation
    - b. Host a session or piece of the conference
    - c. Combine the state meeting with National (can set up a separate tract).
    - d. Section soliciting sponsors for National with an additional sponsorship amount to be donated to the education fund.
    - e. Florida Section members could get national member discount
    - f. Must keep in mind the schedule for the state section meeting (November 2016)
  6. Gary Howalt recognized Rafael Frias, Dave Watt and Don Duke for their leadership in chairing the meeting.
  7. People interested in volunteering should contact Dave Watt.
  8. Dave Watt will include information in the newsletter
  9. Dave Watt informed that the Florida Section has offered to make time at its meetings to allow National to make a brief presentation at the section meetings to solicit volunteers.
  10. Question raised about profit share if certain metrics are met (for example if Florida brings in a specified amount of sponsorship revenue). Dave Watt explained this has not been done previously and may be problematic since the conference is the largest source of revenue for National. However, there may be ways to explore a financial contribution such as if the Florida section would host/sponsor some portion and solicited sponsors to support that event the Section could also have the sponsor make a contribution to the education fund.
- g. Future 2015 Meetings
- i. February 6 – Ft. Myers – Don Duke and Ron Edenfield
    1. FGCU allowed complimentary parking and also supported faculty and staff attendance at the meeting.
    2. First annual state wide AWRA statewide student poster contest – 34 poster submissions.
  - ii. Request from FL Institute of Consulting Engineers (FICE) for a joint meeting – to be considered for the May meeting. Michael DelCharco to follow up with FICE
  - iii. March 2015 Carol Howard and Cathy Katchikis – Lake Placid area
  - iv. May 2015 – TENTATIVE: FICE in SE Florida
  - v. July 23-24 – Key Largo
  - vi. September 2015 - Ray Scott – Tallahassee/Apalachicola area
  - vii. November 6 2015 – Cathy Vogel - Daytona State College/Student meeting
    1. Cooperative meeting with the Marine Discovery Center and Daytona State College. The theme is: “SHORE” - Sharing Our Research with Everyone” 2015. Focus on undergrad research on the Indian River Lagoon (IRL). There is no charge for the venue. Not permitted to charge registration fees. Will cover costs through sponsorships. Box lunches for purchase. Block of rooms – Best Western Aku Tiki Inn in Daytona Beach. 20 room block to be released after October 8. \$92 room rate (3 days pre and post availability pending). Hotel is 10-15 drive from venue. Y-Me Bar for networking event. Will have a poster session with cash awards.

- viii. January 15, 2016 – FGCU Don Duke and Ron Edenfield
- V. Unfinished Business
  - a. National Board Member Travel Policy
    - i. Matter will be tabled until the March meeting
    - ii. Submit comments to Garrett by February 13
- VI. New Business
  - a. Student Support Policy revisions – Education Committee to address
- VII. BOD Comments
  - a. SB 536 – Joanne Chamberlain – soliciting input from Associations who may want to participate. Seeking feedback on impediments and challenges on implementation
- VIII. Member & Guest Comments
- IX. Adjourn **8:30 pm**