



BOARD OF DIRECTORS MEETING MINUTES
January 14, 2016 6:00 p.m.
Fort Myers, Florida

- I. Call to Order – **Kristin Bennett at 6:05 p.m.**
 - a. Roll call (via Sign-in sheet) – **See attached sign-in sheet.**
 - b. Welcome and introduction of Board Members and guests – **See attached sign-in sheet.**
 - c. Revisions to Agenda – **None**
- II. Reports
 - a. November 2015 Board of Directors Meeting Minutes – Jeremy McBryan
A motion to approve the draft November 2015 Board of Directors (BOD) Meeting Minutes as submitted to the BOD was approved.
 - b. Treasurer – Mark Diblin
In 2015, approximately \$4,000 was distributed to students to assist with conference/meeting participation and travel and approximately \$12,000 in scholarships and grants was awarded. A financial summary for January 1 – December 31, 2015 was provided (see attached report): Total income: \$57,400; Net expenses: \$51,000. The November 2015 technical meeting in Daytona Beach (aka the 2015 ShORE Symposium) raised approximately \$2,000, which was split between AWRA Florida, Daytona State College and the Marine Discovery Center. Mark Diblin was also directed to send \$1,000 (\$500 each for 2014 and 2015) to the AWRA’s Richard A. Herbert Memorial Educational Fund as was budgeted. A motion to accept the Treasurer’s report as submitted was approved.
 - c. Education – Kristin Bennett
The Education Committee, in conjunction with AWRA, sent a letter the President of Oxbridge Academy of the Palm Beaches recognizing the efforts and success of the Oxbridge students at the November 2015 National water resources conference and at the February 2016 Southwest Florida Water Resources Conference. 2016 Scholarship/Grant applications are due May 15, 2016. Gordon Brown, former University of Florida Student Chapter President, volunteered to assist with the Education Committee.
 - d. Newsletter – Gregg Jones
The target February 2016 newsletter preparation/review/distribution schedule is as follows:
 - i. **January 22 – Send newsletter content to Gregg Jones**
 - ii. **January 27 – Gregg Jones distributes draft newsletter for review**
 - iii. **February 1 – Submit comments on draft newsletter to Gregg Jones**
 - iv. **February 8 – Gregg Jones distributes final draft newsletter for review**
 - e. Membership – Jeremy McBryan et al.
Jeremy reported that AWRA Florida has 185 members so far in 2016 and the breakdown is as follows: Professional = 83; Student = 92; Fellow = 3; Life = 7. After some discussion, it was decided that a list of organizations/companies with AWRA Florida members be posted to the website in an attempt to recruit new members and increase meeting attendance. Luna Phillips volunteered to assist Jeremy in developing and updating this list every 6 months or so.
 - f. Website – Jeremy McBryan
A weblog or blog was started to provide more frequent updates: www.awraflorida.org/news
 - g. PDH Credits – Shayne Wood
Shayne Wood provided the PDH sign-in sheet for tomorrow’s meeting.

- h. Student Support
 - i. Florida Gulf Coast University – Don Duke/Ron Edenfield ***Don is anticipating 4 student chapter events during the spring semester.***
 - ii. University of South Florida – Gregg Jones ***Gregg volunteered to promote AWRA Florida meetings at the USF Geological Alumni Society events. Randy Smith volunteered to assist Gregg with USF.***
 - iii. University of North Florida – Gary Howalt ***No report.***
 - iv. University of Florida – Michael DelCharco/Carol Hinton ***UF's student chapter is very active.***
 - v. University of Central Florida – Joanne Chamberlain/Shayne Wood ***No report.***
 - vi. Daytona State College – Cathy Vogel ***No report.***
 - vii. Florida Atlantic University – Catherine Katsikis ***No report.***
Garrett Wallace asked Anthony Katsikis for assistance in expanding social media outreach, specifically for the 2016 scholarships. Walt Reigner asked if AWRA Florida could offer speakers for classes or student events. Jeremy McBryan was asked to pull the speaker interest information from our membership database and provide to the BOD. Gregg Jones volunteered to prepare a 1-page flyer with details on AWRA Florida scholarships/financial assistance opportunities and to assist Kristin Bennett in revising the student support policy.
 - i. National News – Don Duke
The Flood and Drought Management document, in which \$1,000 was provided by AWRA Florida for technical editing, is set to be approved by the AWRA Board of Directors on January 28. The call for special sessions for the November 2016 Annual Conference will go out soon. Also, the AWRA BOD is looking for ways to strengthen ties between state sections and AWRA.
 - j. Future Meetings
 - i. January 15, 2016 – Fort Myers – Don Duke and Ron Edenfield (25th Annual Southwest Water Resources Conference) ***There are approximately 154 pre-registered attendees and 18 poster contest entrants; poster awards will be provided at the end of the conference (~3:30pm).***
 - ii. March 18, 2016 – Steinhatchee – Carol Hinton ***No report.***
 - iii. May 20, 2016 – Safety Harbor – Alex Chatham (GHD) ***This will be a joint meeting with the American Water Works Association (AWWA); a diverse agenda is anticipated.***
 - iv. August 4-5, 2016 – Key Largo – Garrett Wallace ***This will be 1.5 day meeting similar to previous years; Water Management District Executive Directors have been requested for a panel discussion on Friday; an update on the Florida Legacy and water policy bills is being planned; input from the BOD regarding other speakers/topics is appreciated.***
 - v. September 30, 2016 – Jacksonville – Michael DelCharco/FICE ***The meeting will be held at the Epping Forest Yacht Club on the St. Johns River in Jacksonville.***
 - vi. November 14-17, 2016 – Orlando – AWRA Annual Water Resources Conference ***Catherine Katsikis volunteered to take the lead in organizing the social event on Tuesday night. Other volunteers include Mark Diblin, Kellie Clark, Luna Phillips, Jeremy McBryan and Gordon Brown. Catherine will schedule a teleconference to begin the planning.***
- III. Unfinished Business
- a. The Future of the Silent Auction
Kristin Bennett will discuss with Rosanne Clementi. The option of AWRA Florida having a silent auction at the November 2016 national conference was discussed. It was stated that AWRA is not amenable to this sort of revenue sharing.
 - b. Re-Imagining The Watershed Newsletter
Jeremy McBryan provided an overview of his vision of an online newsletter and the benefits. After some discussion, it was decided that AWRA Florida will begin the transition to a web-based or blog-type newsletter (www.awraflorida.org/eWatershed). However, the current newsletter format (print-ready PDF file) will continue to be prepared in parallel. Gregg proposed providing Michael

Tyson with a gift card for his time and effort in preparing the newsletters. The BOD approved a motion to give \$250 to Michael Tyson.

IV. New Business

- a. Cross Marketing and Training Opportunities with the Association of State Wetland Managers (ASWM)

Kristin will continue to coordinate with ASWM to better understand how we could work together.

V. Board of Directors Comments **None**

VI. Member and/or Guest Comments **None.**

VII. Adjourn **7:40 p.m.**

AWRA 2015 Income & Spending Report - Full Year
1/1/2015 through 12/31/2015

Subcategory	Total
Income Categories	
Deposit	\$ 59.88
Meeting Income : January Registration	\$ 9,440.00
Meeting Income : January Sponsorship	\$ 3,785.00
Meeting Income : July Registration	\$ 13,685.00
Meeting Income : July Silent Auction Donations	\$ 810.00
Meeting Income : July Sponsorship	\$ 4,900.00
Meeting Income : March Registration	\$ 3,170.00
Meeting Income : March Sponsorship	\$ 600.00
Meeting Income : May Registration	\$ 3,285.00
Meeting Income : May Sponsorship	\$ 1,750.00
Meeting Income : November Registration	\$ 1,115.00
Meeting Income : November Sponsorship	\$ 6,700.65
Meeting Income : September Registration	\$ 2,065.00
Meeting Income : September Sponsorship	\$ 1,900.00
Membership	\$ 4,120.00
Total Income Categories	\$ 57,385.53
Expense Categories	
Accounting Fees	\$ 1,350.00
Charitable Donations	\$ 100.00
Corporate Filing Fee	\$ 145.00
Insurance	\$ 255.70
July Pay Pal fee	\$ 419.50
May pay pal fee	\$ 139.95
Meetings : January Beverages	\$ 945.00
Meetings : January Facility	\$ 1,010.00
Meetings : January Meals	\$ 3,534.50
Meetings : January Miscellaneous	\$ 300.00
Meetings : July Facility	\$ 816.95
Meetings : July Field Trip	\$ 1,225.00
Meetings : July Food	\$ 5,177.28
Meetings : July Silent Auction Expense	\$ 206.58
Meetings : May Field Trip	\$ 375.00
Meetings : May Meals	\$ 584.26
Meetings : National Meeting Expenses	\$ 2,335.27
Meetings : November Facility	\$ 75.00
Meetings : November Food	\$ 3,432.45
Meetings : November Misc	\$ 778.83
Meetings : November Student Awards	\$ 1,200.00
Meetings : September Facility	\$ 514.73
Meetings : September Meals	\$ 2,333.22
Miscellaneous - board nametags	\$ 38.75
Miscellaneous - Unassigned	\$ 1,666.13
Miscellaneous : Awards	\$ 368.81
NOV Joint meeting proceeds	\$ 1,252.00
November Pay Pal transaction fee	\$ 79.72
Pay Pal transaction fee	\$ 461.24
Scholarships/Grants : Butler	\$ 3,000.00
Scholarships/Grants : Chapter Support	\$ 720.00
Scholarships/Grants : Fort Myers Meeting	\$ 500.00
Scholarships/Grants : High School Scholarship	\$ 1,000.00
Scholarships/Grants : Poster Prize	\$ 2,000.00
Scholarships/Grants : Sandy Young Award	\$ 3,000.00
Scholarships/Grants : Storch Award	\$ 3,000.00
Scholarships/Grants : Students Sponsorship	\$ 4,337.38
September Pay Pal transaction fee	\$ 92.24
Website : AnnualContract	\$ 2,224.80
Total Expense Categories	\$ 50,995.29
Grand Total	\$ 6,390.24

2015 AWRA Florida Section Budget vs Actual

Note: does not include Young income or expense

	2015 Current Budgeted	2015 Budget	12/31/2015 2015 To Date	Difference
Anticipated Year End Checking Balance (+) (adjusted for outstanding 1 liabilities and 0 expenses paid in 2012)	\$22,757.70	\$15,000	\$ 22,757.70	\$0.00
Transfer Existing Sandy Young Funds to CD (-)		\$0		\$0.00
Transfer Sandy Young Interest to Checking (+)	\$3,000	\$3,000		
Adjusted Year End Checking Balance	\$25,757.70	\$18,000	\$23,994.49	(\$1,763.21)
Income				
Net Meeting Revenues	\$9,000	\$9,000	\$23,195.23	\$14,195.23
Membership	\$2,000	\$2,000	\$4,120.00	\$2,120.00
Directory Income	\$0	\$0	\$0.00	\$0.00
Education Donations	\$0	\$0	\$0.00	\$0.00
Note: Includes Storch but not Young				
Student Travel Donations	\$0	\$0		\$0.00
Net Silent Auction	\$2,500	\$2,500	\$1,000.00	(\$1,500.00)
Note: .5 auction and no wine tasting revenue				
Total Income (+)	\$13,500	\$13,500	\$28,315	\$14,815.23
Expenses				
Administration				
Accounting/Tax Preparation	\$1,450	\$1,450	\$1,350	\$100.00
Insurance	\$265	\$265	\$255.70	\$9.30
Bank Charges (NOV mtg \$1,252 Shared proceeds)	\$275	\$275	\$1,252.00	(\$977.00)
Corporate Filing Fee	\$136	\$136	\$145.00	(\$9.00)
Membership Postage and Copying	\$0	\$0	\$0.00	\$0.00
Office Supplies	\$0	\$0	\$0.00	\$0.00
Administration Subtotal (rounded)	\$2,126	\$2,126	\$3,003	(\$876.70)
Communications				
Directory	\$0	\$0	\$0.00	\$0.00
Newsletter Postage	\$0	\$0	\$0.00	\$0.00
Website Contract and Miscellaneous	\$882	\$882	\$2,224.80	(\$1,342.40)
Journal	\$4,000	\$4,000	\$0.00	\$4,000.00
Communications Subtotal (rounded)	\$4,882	\$4,882	\$2,225	\$2,657.60
Florida Section Support				
Membership Expenses (Shirts, Donation O'Neill)	\$600	\$600	\$189.38	\$410.62
Travel (VP to National)	\$1,000	\$1,000	\$1,482.38	(\$482.38)
Awards (Recognitions at Section Annual Meeting)	\$550	\$550	\$368.81	\$181.19
Florida Section Support Subtotal	\$2,150	\$2,150	\$2,041	\$109.43
Grants				
Storch (2 @ \$1,500) & Young	\$3,000	\$3,000	\$6,000.00	(\$3,000.00)
Butler (5 @ \$500)	\$2,500	\$2,500	\$3,000.00	(\$500.00)
Herbert (1 @ \$500)	\$500	\$500		\$500.00
High School	\$1,000	\$1,000	\$1,000.00	\$0.00
Poster Sessions/Miscellaneous(stu. Poster, editing services)	\$1,000	\$1,000	\$2,166.13	(\$1,166.13)
Grants Subtotal	\$8,000	\$8,000	\$11,166	(\$3,166.13)
Student Support				
Travel to Bi-Monthly Meetings	\$3,000	\$3,000	\$0.00	\$3,000.00
Travel to National Meetings (board members)	\$1,500	\$1,500	\$852.89	\$647.11
Young Travel to Annual Meeting	\$500	\$500		\$500.00
Student Support conf attendance (Just added this line 8/4/14)	\$6,200	\$6,200	\$4,337.48	\$1,862.52
Active Student Chapter Support	\$900	\$900	\$720.00	\$180.00
Student Support Subtotal	\$12,100	\$12,100	\$5,910	\$6,189.63
Total Expenses (-)	\$29,258	\$29,258	\$24,345	\$4,913.83
Anticipated Checking Balance Carried Forward	\$9,999	\$2,242	\$27,965	\$17,965.85
Equals 2015 ending checking balance +/- transfers + income - expenses				

Status Date: 9/15/15	2015 Meeting Summary							
	Fort Myers	Lake Placid	Delray Beach	Key Largo	Apalachicola	Daytona State College		
	2/6/2015	MAR 2015	MAY 2015	7/23 & 24/2014	9/18/2015	11/6/2015	Totals	
MEETING FINANCES								
Income								
Registrations	\$ 5,280.00	\$ 3,170.00	\$ 3,285.00	\$ 13,685.00	\$ 2,065.00	\$ 1,115.00	\$ 28,600.00	
Dinner/lunch Guest							\$ -	
Sponsors	\$ 2,490.00	\$ 600.00	\$ 1,750.00	\$ 4,900.00	\$ 3,650.65	\$ 6,700.65	\$ 20,091.30	
Other Income (Drinks, etc)							\$ -	
Reg On line fee							\$ -	
CC fee	\$ (199.96)	\$ (290.55)	\$ (139.95)	\$ (419.50)	\$ (92.24)	\$ (79.72)	\$ 9.00	
50/50 Drawing Net Proceeds							\$ -	
Student Registration							\$ -	
Field Trip							\$ -	
Special Event Fundraiser - SA				\$ 810.00			\$ 810.00	
Wine Tasting							\$ -	
Miscellaneous: Shirts							\$ -	
Refunds:	\$ -						\$ -	
Subtotal	\$ 7,570.04	\$ 3,479.45	\$ 4,895.05	\$ 18,975.50	\$ 5,623.41	\$ 7,735.93	\$ 48,279.38	
Expenses							\$ -	
Facilities/AV	\$ 1,010.00			\$ 816.95	\$ 514.73	\$ 75.00	\$ 2,416.68	
Meals	\$ 4,479.50		\$ 584.26	\$ 5,177.28	\$ 2,333.22	\$ 3,432.45	\$ 16,006.71	
Meeting Refund							\$ -	
Special Events Fundraiser				\$ 206.58			\$ 206.58	
Miscellaneous: Travel & Lodging	\$ 300.00					\$ 778.83	\$ 1,078.83	
Field Trip			\$ 375.00	\$ 1,225.00			\$ 1,600.00	
Misc. Room Rebate							\$ -	
Student Scholarship								
Poster Prize	\$ 2,000.00					\$ 1,200.00		
Distribution to Co-Sponsors							\$ -	
Other: Printing/Awards				368.81		\$ 206.54	\$ 575.35	
Subtotal	\$ 7,789.50	\$ -	\$ 959.26	\$ 7,794.62	\$ 2,847.95	\$ 5,692.82	\$ 25,084.15	
Net Meeting Revenue	\$ (219.46)	\$ 3,479.45	\$ 3,935.79	\$ 11,180.88	\$ 2,775.46	\$ 2,043.11	\$ 23,195.23	
Account Balances:				Reserves	Sandy Young	Checking	Totals	
				\$ 11,026.84	\$ 60,324.90	\$ 23,994.49	\$ 95,346.23	
Attendance								
					Income			
1/14/2011	Ponte Vedra Beac	103			Memberships/Renewals	\$ 4,120.00		
3/18/2011	Tallahassee	65			Education Donations			
5/20/2011	Haines City	69			Sandy Young Donations			
7/28-29/11	Key West	84			Storch Donations			
9/16/2011	West Palm	55			Whele Donations			
11/18/2011	Fort Myers	120	496		Directory Sponsorship			
1/20/2012	Jacksonville Beach	86				\$ 4,120.00		
3/9/2012	Jupiter	56			Expense			
5/18/2012	St. Petersburg	48			Catering			
7/26-27/12	Key West	55			Chpt Support	\$ 720.00		
9/14/2012	Cedar Key	38			Dept of State	\$ 145.00		
			283		Whele Support			
1/25/2013	Ft. Myers	156			Acct Fees	\$ 1,350.00		
3/22/2013	Gainesville	60			Butler	\$ 3,000.00		
5/10/2013	Lake Placid	33			Sandy Young	\$ 3,000.00		
6/27-28/2013	Cocoa	61			Storch	\$ 3,000.00		
9/20/2013	Marineland	51			High School	\$ 1,000.00		
11/15/2013	Homosassa	55	416		Student Sponsorship	\$ 4,337.48		
1/30/2014	Ft. Myers	97			Awards/Poster	\$ 500.00		
3/22/2014	Palm Beach Garde	42			Website	\$ 2,224.80		
5/10/2014	Ormond Beach	46			Directory			
6/27-28/2014	Key Largo	54			Member services	\$ 100.00		
9/20/2014	Tampa, FL	99			Insurance	\$ 255.70		
11/15/2014	St Augustine	112	338		Member Services			
2/6/2015	Ft. Myers	157			Misc(mtg proceeds)	\$ 1,290.75		
3/27/2015	Lake Placid	55			Bank Charges			
5/15/2015	Delray Beach	50			National	\$ 2,335.27		
7/23- 24/2015	Key Largo	74			unassigned	\$ 1,666.16		
9/18/2015	Apalachicola	39			Herbert Donation			
11/6/2015	Daytona St. Colleg	193	568			\$ 24,925.16		