



BOARD OF DIRECTORS MEETING Minutes (Final)
February 4, 2021 5:00 p.m.
WebEx Meeting

Call to Order: Kellie Clark

- Roll Call (Verbal): See February 4th sign-in sheet on last page.

Welcome: Kellie Clark

Minutes: November 19th meeting minutes were approved

Treasurer:

- Financial Report
 - o 2020 Year-End Report
 - YTD 2020 Income \$39,870
 - YTD 2020 Expenses \$50,298
 - Bank of America and PayPal Acct Balances: ~\$38,000
 - Investment Accts Balance ~\$127,000.
 - Brent noted that the Sandy Young Scholarships can be paid with the Investment Accts Balance.
 - o Proposed 2021 Draft Budget:
 - 2021 YTD = \$0. For 2021, meeting income was reduced to \$15,000 per year. Prior years were much higher with in-person meetings.
 - Currently there are two annual sponsors for 2021.
 - Sandy Young will be paid out of investment account (\$3,000) as part of the income. No penalties for moving the funds.
 - 2020 Income YE \$39,870
 - 2021 Income Budget \$29,500 (assumed decreased expenses because of virtual meetings)
 - o Kellie requested Brent modify the BoA and Paypal Charges budget line item before the Board approves the budget
 - o Motion was made and BOD approved to distribute \$2,500 to Student Attendance at AWRA National Conference, this amount is added as revenue from the cash reserve account.
 - o The 2021 Budget is to be revised based on meeting outcome and Brent will present the revised budget at the next BOD meeting.

Committee Chairs:

- Auditing Committee Updates:
 - o Committee Chair: Woody Boynton
 - o Committee Member: Brian Wozniak
- Membership –
 - o Committee Chair: Valerie Seidel
 - o Committee Member: Catherine Katsikis & Sam Palermo
 - o Catherine noted that membership could be increased by BOD members inviting their contacts on LinkedIn.



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- Rosanne Clementi Education Program –
 - o Committee Chair: OPEN
 - o Committee Members: Amelia Fontaine, Gordon Brown and Don Duke

- Social Media
 - o Committee Chair: OPEN
 - o Committee Member: Catherine Katsikis
 - Catherine noted that the Instagram Account is now: AWRA.FLORIDA

- Webinar Committee
 - o Committee Chair: Karen Miller
 - o Committee Members: Valerie noted that her colleague Dan would be interested in assisting committee.

- Kellie will reach out to members regarding remaining vacant committee chairs and members.

Continuing Education Hours Tracking:

- It appears Go-To Webinar can track CEH information. Once we better understand what can be tracked, we can discuss how to improve CEH tracking. It was suggested to create a tracking protocol for each meeting that meeting organizers can follow to ensure consistency in tracking.

Webinar Recording Website Post Policy Discussion:

- The Board discussed whether webinar recordings should be posted to the website. It was discussed advertisement of the meeting recordings could help promote the organization. However, an issue could arise where members just watch the recordings and do not join the live meetings. Only having the recording posted for a short period of time could mitigate this issue. The Board agreed that access to the recordings would be a benefit of AWRA membership.
- The Board needs to develop a policy on webinar recording posting. Matt Brosman noted the amount of data that can be hosted on the website is limited and a lot of content has already been moved over to google drive. It was also noted that speakers need to be made aware that they are being recorded.
- Sam Palermo and Don Duke will serve on the committee to discuss website post policy discussion.

Future Meetings:

- February 12th-- Laws and Ethics: Brian noted that everything is in order and Brian is to coordinate with Karen for the Go-To meeting.
- April— Randy is planning an MFL topic.
- May—Sam is chairing
- Annual Meeting:
 - o Planning on mid to late-August to avoid other conferences. Luna is looking into logistics whether in-person or not. Concerns that the attendance might not be as high if in-person Luna. will look into the options for venue and a survey was sent to AWRA members regarding their attendance in-person to the annual meeting.

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- Catherine suggested that for future meetings an email could be out to the section to see what members are interested in.
- AWRA National 2021 in Orlando—Need to identify others in the Florida Section that might be interested in serving on the planning committee.

Sponsors:

- It was discussed that it has been a struggle to obtain sponsors with such short notice between meetings. The Board needs to address this with 2021 meeting scheduling. It was discussed that there is an opportunity to give the sponsors time during the meeting to speak and/or advertise between speakers and to get them to sponsor the speakers. Sam is going to meet with Cathy to discuss further.
- It was suggested that for virtual meetings it could be \$100 for single meeting sponsorship and \$1000 for the platinum annual sponsorship for all the meetings. Sam noted that the Board needs to figure out how to obtain more sponsors. Sam will send a draft of the adjusted sponsorship plan to send out to the Board since we are virtual this year.

Young Professional Meetings:

- Tabled to next meeting.

National News:

- Tabled to next meeting.

Board of Director Comments:

- Walt Reigner noted that Executive Committee has selected award recipients and that they will be sent a plaque in the mail. Board agreed with that method. Walt announced the following 2019 awards
 - o Members of the Year: Brian Wozniak & Allison Lewis
 - o Public Sector: Palm Beach County
 - o Private Small Sector: Taylor Engineering
 - o Private Large Sector: AECOM
 - o Appreciation of Service: Jeremey McBryan
 - o Student Member of the Year: Joshua Benjamin USF
- **Member and/or guest comments:**
 - o No comments

Meeting Adjourned:

- Motion Approved to adjourn.



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Meeting Sign-In Sheet:

BOARD OF DIRECTORS MEETING SIGN-IN SHEET
February 4, 2021 5:00 p.m.
GoTo Meeting



EXECUTIVE COMMITTEE

Kellie Clark, PE
 President
 Fort Myers

Randy Smith, PMP
 Vice President
 Brooksville

Brent Anderson, PMP, PE, PG
 Treasurer
 Riverview

Allison Lewis, PE
 Secretary
 Tampa

Roger Copp
 Past President 2020
 Tampa

Walt Reigner, PE, CPESC
 Past President 2019
 Green Cove Springs

BOARD OF DIRECTORS

Elwin "Woody" Boynton Jr.
 St. Augustine

Alex Chatham, PE
 West Palm Beach

Lucine Dadrian
 Boynton Beach

L. Donald Duke, PhD, PE
 Fort Myers

Amelia Fontaine, PE, CFM
 Vero Beach

Catherine Katsikis
 Coral Springs

Karen Miller
 Fort Myers

Sam Palermo, PE
 Boynton Beach

Luna Phillips, Esq.
 Fort Lauderdale

Valerie Seidel
 Winter Park

Shayne Wood, PE
 Jacksonville

Brian Wozniak PE, CFM
 Sarasota

Christopher Pettit
 Tallahassee

Feb	Mar	April	June	Aug	Sept	Nov	Last Name	First Name	Signature
X							Anderson	Brent	
X							Boynton	Elwin	
X							Chatham	Alex	
X							Clark	Kellie	
X							Copp	Roger	
X							Dadrian	Lucine	
X							Duke	Don	
							Fontaine	Amelia	
X							Katsikis	Catherine	
X							Lewis	Allison	
							Miller	Karen	
X							Palermo	Sam	
X							Pettit	Chris	
X							Phillips	Luna	
X							Reigner	Walt	
X							Seidel	Valerie	
X							Smith	Randy	
							Wood	Shayne	
X							Wozniak	Brian	

Guests

Last Name	First Name	Email Address
Brosman	Matt	matt.brosman@kimley-horn.com
Vogel	Cathy	cathleencvogel@gmail.com