

**Minutes**  
**Southern Section A&WMA Board Conference Call**  
**November 21, 2014**

PRESENT: Julie Aslinger, Steven Burns, Chris Hurst, Laura James, Tom Lotz, Maya Rao, Joan Sasine, Don Sodersten, Shelby Stringfellow, & Justice Manning

The meeting was called to order by Shelby Stringfellow at 1:04 p.m. CST.

**Consent Agenda:** No changes (see attached). Accepted.

**SECRETARY'S REPORT**

See Consent Agenda.

**TREASURER'S REPORT**

<b>Total Funds</b>	<b>\$19,924.85</b>
<b>Investment</b> CD at First Tennessee	\$10,358.61
<b>Available Balance</b>	<b>\$9,566.24</b>

**COMMITTEE REPORTS**

**Section**

**Shelby:** Apologized once more for the technical problems related to the telephone and internet in his office last week which precluded having the conference call as scheduled.

**AL Chapter**

**Steven:** Scott has been unable to get all the financial numbers together for the final report from the Annual Meeting in September. Things still appear very positive. The Chapter had a dinner meeting at the University of AL campus in Tuscaloosa on November 12. All charter student members and the faculty advisor were present plus a few who may be interested later. Paperwork for completing the charter is in process. Chris stated that it took about six months to complete the process for the GA Tech student chapter, which was rechartered this year. Chris also reminded the Board that planning/preparing for future leaders of a student chapter is critical for it to remain viable.

**GA Chapter**

**Joan & Chris:** The Chapter board held a meeting on November 20 to discuss plans for hosting the Annual meeting in GA next year. They had narrowed the potential venue to 3 sites: 1) UGC Conference Center; 2) Lake Lanier Islands; 3) Calloway Gardens, one of which 3 committee members visited recently. The committee was very impressed but because of two factors, price and closeness to Atlanta, they recommended Callaway Gardens as the host site, subject to Lake Lanier Islands coming back with a more competitive offer. The date will be September 16-18, 2015. The next brown bag lunch is scheduled for December 5 with Erika White, EPA, as speaker on "EPCRA Reporting and Inspections." Chris reported that the GA Tech student chapter has been holding regular monthly meetings with invited professionals as guest speakers. The students find such presentations from various disciplines of interest and engaging as they dialogue with the professionals.

### **MS Chapter**

**Dallas:** The Chapter had a brown bag lunch on November 13, same time as the A&WMA sponsored webinar, on Section 111(d) of the Clean Air Act hosted by Neel-Schaffer in their Jackson office. That and other competing interests resulted in only 15 attendees, who thoroughly enjoyed the presentations of Chuck Barlow, Entergy Corporation, and Chad Lafontaine, MDEQ's Air Division. No brown bag is planned by the Chapter for December but some type of social gathering is planned. The next brown bag will be in January, hosted by Trinity Consultants, Maya Rao's new employer since she retired from MDEQ.

### **E TN Chapter**

No Report.

### **W/M TN Chapter**

**Julie:** Arup and Don Sodersten hosted a "Lunch and Learn" meeting in Nashville at Louisiana-Pacific Corp. on November 13. Eight people attended and heard discussions on QA requirements for COMS at stationary sources and Smoke School Certification and regulatory issues related to stack testing. A second "Lunch and Learn" was held at Glankler Brown, PLLC in Memphis, TN on November 19. Approximately 30 were in attendance to hear about recent changes within TDEC, recent developments in environmental law, and a discussion of multi-media environmental audits. The Chapter board met on October 24 to discuss plans for the remainder of the year into early next year, including the award of student scholarships.

### **Scholarship Committee**

No report. Pleas did say that he has several items on which follow-up is needed.

### **Membership**

See consent agenda.

### **Young Professionals**

**Laura:** A meeting was held recently with several young professionals (YP) for a brainstorming session. Several good ideas were advanced. At this meeting the YP's don't seem too interested in brown bag lunches because it precludes activities which hold greater interest for them. For example, they prefer site tours, "care packages" related to preparation for PE tests, plant manager presentations, etc.

### **OLD BUSINESS**

- a. Justice has not compiled the comments from Steven Burns for the Chapter Host Check List for Annual Meetings. He is to incorporate these comments and post the Check List on the web site for its ready availability to all who may need to use it for planning meetings in the future.
- b. Chris reported that the Nominating Committee had one meeting and has compiled a full slate of candidates, including two for the position of Director (AL). Justice will prepare a draft ballot for Chris to review by Monday, November 24. The Board authorized the Committee to distribute the ballot and give members three weeks to vote and return ballots.

### **NEW BUSINESS**

- a. Even though Scott Sanders was not available Shelby led a discussion of the software, **Constant Contact**, to help with hosting the Annual Meeting and/or other meeting events.

This software does a lot of tracking, including member clicks, credit card processing, registration portal, database management. etc. Based on discussion with Scott Shelby estimates that the cost to the Section would be about \$40 per month for those months used. Chris moved that more investigation of this, and possibly other, software be pursued and that the Board discuss it at a future meeting. Justice mentioned that he had been in contact with a company called **Cvent** who has a powerful package but its cost is expensive for no more than the Section and chapters likely would use it. It requires a two-year contract at \$1,000 per year. During this period all members would have access to the software and technical support 24/7.

- b. Justice mentioned that the Sections & Chapters Council (S&CC) had sent an invitation to Sections and Chapters to apply for additional recognition (see the MS Chapter page on the Section website, <http://www.ss-awma.org/mississippi.php>) by completing a questionnaire. Chris has already submitted the information for the GA Chapter. Upon further review Justice found that all four active chapters in the Section, as well as the Section, are eligible to submit application for this additional recognition. It is based on a Membership Summary Report compiled on September 8, 2014 by the S&CC.

The next call is **scheduled for December 11 at 1 p.m. CST (2 pm EST).**

The meeting was **adjourned** at approximately 1:51 p.m. CDT.

#### **ACTION ITEMS:**

1. Justice to incorporate final comments on the Chapter Host Check List for Annual Meetings (compilation of Lessons Learned) and post to the Section web site.
2. Justice and Tim Martin awaiting a call from Stephanie Glyptis regarding the status/necessary next steps to complete the University of AL student chapter charter. Justice to also ask her about dechartering the E TN chapter (what happens? a TN Chapter, or?) and ?.
3. AL Chapter to finalize the Annual Meeting report.
4. Justice to complete preparation of a Section Newsletter.
5. Justice to check with Scott Sanders regarding more details on Constant Contact, a software program to assist with conducting meetings more efficiently.

# November 13, 2014

## Consent Agenda Southern Section AWMA

### Item #1: Secretary's Report and Meeting Minutes

Minutes of the September and October meetings have been posted on the Section web site.

### Item #2: Treasurer's Report

Total Funds	\$19,924.85
Investment CD at First Tennessee	\$10,358.61
Available Balance	\$9,566.24

### Item #3: Committee Reports

1. [Section report by Chair]
2. [Alabama Chapter]
3. [GA Chapter report]
4. [MS Chapter report]
5. [E TN Chapter report]
6. [W/M TN Chapter report]
7. **Education/Scholarship:**
8. **Young Professional:**
9. **Membership report:** Section membership increased by 7 members from September to October. Someone is doing a good job at encouraging new (or renewal of) members.

### Item #4: Old Business

- b. **Check List for Host Chapters for planning Annual Meeting.** Justice has not updated the Check List for posting. In addition, he thought of additional items, viz., the need to obtain record reproducible presentations for posting on the web site, speaker gifts, etc., that need to be included.
- c. Justice forgot the need to nominate someone for Vice Chair from MS. Pleas caught it on November 12 and the rest of the Nominating Committee were apprised of this oversight (time to get a replacement for Justice; his memory is getting worse!)

### Item #5: New Business

- a. Shelby wants the Board to consider the use of Constant Contact, which the AL Chapter used for tracking registrants for this year's Annual Meeting, as a possible tool for future Annual Meetings use. Justice is gathering information on another tool that is available.

### Item #6: Next Meeting Date and Time

Next Call is scheduled for December 11 at 1:00 p.m. CST (2 p.m. EST).