

MINUTES
Southern Section A&WMA Board
CONFERENCE CALL
February 15, 2017

Call to Order occurred at **1:03 p.m. CST** by Section chair Andrea Gardiner. Roll call yielded the following results.

PRESENT: Maya Rao, Cynthia Walaitis, Pleas McNeel, Ryan Ozment, Kelley Spence, Andrea Gardiner, Amy Vickery, Joan Sasine, Spencer Edwards (late), Dallas Baker (late)¹

Consent Agenda: The Consent Agenda was accepted as presented.

Secretary's Report: Attendees were directed to the Consent Agenda with a reminder that the January Minutes were distributed before this call. The minutes were approved by the Board as distributed.

Treasurer's Report: No update to the Treasurer's report has been requested since the December 14, 2016 conference call (see Consent Agenda). Andrea said that she had not heard the status of forwarding a check to the Section Treasurer from the MS Chapter. Andrea said that she had been notified by Shelley that the Section's bank account had incurred a monthly fee of \$7.50 because the balance is under \$5,000. Shelley suggested that money be transferred from the CD (which matures on March 27, 2017) to the bank account to get the balance above \$5,000. Maya indicated that a check is on the way to the Section from MS and would be enough to get the balance above the \$5,000 threshold. Additional comments/suggestions from the Board included considering switching to another bank account that does not incur minimum balance fees and also a request for more information about the CD and how much it is making.

COMMITTEE REPORTS

- a. **Section:** No report.
- b. **AL: Tim Martin** reported that the Chapter is working on a number of initiatives and events including getting a newsletter out to the members, organizing a career fair with the University of Alabama on 3/20, organizing a landfill tour on 3/23, and working on the draft agenda for the Regulatory Update meeting, which will be held on 4/12.
- c. **GA: Cynthia Walaitis** reported that the GA Chapter has a very active YP group and they have monthly activities planned throughout the year. These activities will be posted on the Chapter's website. Other activities include a membership meeting on March 23 and continued planning for the Regulatory Conference, which is scheduled for May 10-11.
- d. **MS: Ryan Ozment** reported that the Chapter has a presentation schedule during the first week of March on the topic of drones. The Chapter's annual air workshop is scheduled for April 27. A tour of a coal gasification plant is scheduled for the end of March or early April. A social event will be held at a MS Braves baseball game at some point during the year. A breakfast with the regulators event will held in June. The Chapter is also planning to send Amy to the leadership academy in Pittsburgh in

¹ The members present represent a quorum.

- April.
- e. **W/M TN: Andrea Gardiner** reported that the Chapter is working on getting the Section's website set up with information for the 2017 Annual Conference. She noted that the Chapter also needs to make sure that other Chapter activities are scheduled during the year.
 - f. **Scholarship:** Pleas sent out information via email regarding science fair sponsorship; MS sponsored the State Science Fair last year and are expanding this year to State Fair and regional fairs. Pleas encouraged all the Chapters to look for opportunities in their state and offered to help if needed. Pleas shared that the MS Chapter is planning to award two \$1,500 scholarships to graduate students and the rules will be updated to allow the MS scholarship applicants to automatically be eligible for the Southern Section scholarship. There was discussion about what the Section would like to offer for scholarships this year. The board voted for the Southern Section to offer two \$1,200 scholarships (focused on graduate students) and hold approximately \$300 per scholarship in reserve to help with travel expenses to the conference (Maya moved, Kelley seconded). It was agreed to get the scholarship award process started earlier in the year – the Section scholarship applications will be due at the end of April with a target to award the scholarships by June 1. If Chapters would like to funnel their Chapter applicants to the Section scholarships, then they will need to set similar timelines. Pleas stated he would share the MS Chapter's application for other states to use. It was also suggested to have all the Chapter and Section scholarship opportunities posted on the website.
 - g. **Young Professional:** Andrea informed the Board we still do not have a YP Chair and asked Board members to encourage any YP candidates to come forward.
 - h. **Membership: Amy Vickery** acknowledged Justice Manning's help in getting her up to speed. Amy reported that membership has increased and was at 257 members as of the end of January. Reportedly, membership reporting will be available on the International website at some point. Amy also reported that she is working to get a membership email address (membership@awma.org) set up to streamline communications.

OLD BUSINESS

- a. **2017 International Leadership Conference** will be held in Pittsburgh from April 21-23. A registration fee of \$300 was added for the first time this year. Pleas stated that he thought in the past the SS has offered funds to help Board members cover the costs of attendance after any funding from employers has been obtained. The Board members generally agreed that there should be a priority placed on providing funding to help Board members attend the Training Academy. It was noted that the academy is an important tool to help stay connected to International. The Board members agreed that it would be helpful to have the incoming chair attend the training academy and possibly should be mandatory. Andrea said she would reach out to Kyle Flowers about attending this year. Andrea also offered to send an email out to the Chapters to let them know about the event.

NEW BUSINESS

- a. **New officer's information:** the information provided on the website for the Southern

Section should now be up to date.

- b. **Chapter rosters:** Chapters should update the website as needed.
- c. **Young professional chair:** discussed above.
- d. **Any other topics:** Pleas reminded everyone that he recently sent out the MS conference spreadsheet. Cynthia asked if when members become International members, does any of their membership fee funnel down to the Chapters. Maya stated that it is typically supposed to, but that in previous years International was unable to disburse those funds. Dallas stated that it appears that International has made good financial progress and that disbursements would likely start back up again. The disbursements go to the Sections and the Sections disburse the funds to the Chapters.

NEXT MEETING

The next meeting is scheduled for **Wednesday, March 15 at 1:00 p.m. CST (2 EST)**.

The meeting adjourned at 1:51 CST.

Action Items:

1. Chris to request a financial report update from Shelley.
2. W/M TN needs to proceed with the Chapter election.
3. All chapters need to post election results on the Section web site and send a copy to HQ to the attention of Stephanie Glyptis, sglyptis@awma.org.
4. All chapter past chairs need to begin assembling data to prepare the Annual Report, usually due by the end of March.
5. Justice and Amy Vickery to discuss membership chair transfer.
6. Pleas to begin assembling information and proposal for Section scholarships.
7. Board members need to approve December meeting minutes, or submit comments.

Attachment 1

February 15, 2017 Consent Agenda Southern Section AWMA

Item #1: Secretary's Report and Meeting Minutes

- Motion to approve January minutes
- Committee Volunteers

Item #2: Treasurer's Report

Total Funds	\$13,539.49
Investment (CD at First Tennessee)	\$10,379.35
Available Balance	\$3,160.14

- As of Dec 14, 2016

Item #3: Committee Reports

- [Section report by Chair]
- [Alabama Chapter]
- [GA Chapter report]
- [MS Chapter report]
- [E TN Chapter report]
- [W/M TN Chapter report]
- Education/Scholarship
- Young Professional
- Membership report

Item #4: Old Business

- Update on Southern Section annual conference
- Additional items such as conference planning guide posted to website

Item #5: New Business

- Update on Young Professional Chair position

Item #6: Next Meeting Date and Time

- March 15th, 2017 at 1pm CST