

**MINUTES
SOUTHERN SECTION A&WMA CONFERENCE CALL
FEBRUARY 17, 2016**

PRESENT

Rob Ashe (for Don Sodersten), Dallas Baker, Wade Bice, Betty Ruth Fox, Andrea Gardiner, Desiree Howell, Pleas McNeel, Joan Sasine, Kelley Spence, Maya Rao¹, and Justice Manning

CALL TO ORDER

The meeting was called to order by Pleas McNeel at 2:33 p.m. CST and roll was called.

CONSENT AGENDA

See attached. Dallas Baker made a motion to approve the consent agenda, which Joan Sasine seconded.

SECRETARY'S REPORT

See Consent Agenda. Kelley Spence was introduced as the new Secretary. She is taking over the position that was vacated by Andrea Gardiner, as she takes on the newly elected position of Vice Chair. The January Meeting Minutes were provided to the Board prior to the February Meeting. They will be placed on the website, along with the December Minutes by Kelley following website training.

TREASURER'S REPORT

Total Funds	\$15,060.10
Investment (CD at First Tennessee)	\$10,368.96
Available Balance	\$4,691.14

There was discussion related to the current balance and the potential need to increase the available liquid balance. It was mentioned that there may be a need to transfer funds from the CD to the checking account, acknowledging that there may be penalty for opening the CD early. Joan indicated that the GA Chapter has reached an IRS resolution and that would result in additional funds entering the Southern Section's bank account. There was also discussion regarding the need to move the bank account to a more convenient location.

COMMITTEE REPORTS

- a. **Section Report:** Justice Manning has graciously accepted to be the Membership Chair.

¹ The members present represent a quorum.

- b. **Alabama Chapter:** Wade Bice provided the report for the AL Chapter.
- The AL Chapter recently held elections and were in the process of collecting all the ballots. They expected to be able to announce the results of the elections by the end of the week. Justice noted that he is a member of the AL Chapter and he did not receive a ballot; Justice suggested that the Chapter review their mailing list.
 - Wade shared that the Chapter's 501(c)(3) application is ready, with the exception of the list of current board members, as that is awaiting the results of the current election.
 - The AL Chapter is in the process of scheduling upcoming lunch and dinner meetings with the intention of moving the meetings around geographically.
 - Another focus of the Chapter is to increase the number of student chapters. The University of Alabama student chapter currently has 25-30 members.
- c. **Georgia Chapter:** Joan Sasine provided the report for the GA Chapter.
- The GA Chapter is planning Brown Bag lunches in January and April.
 - The Regulatory Update conference will be held on March 29, 2016 and will feature USEPA and GA EPD speakers.
 - A YP and Georgia Tech happy hour is scheduled for April 14, 2016.
- d. **Mississippi Chapter:** Betty Ruth Fox provided the report for the MS Chapter.
- The MS Chapter is in the process of planning the Southern Section annual meeting which will be held in September in Biloxi.
 - Lunch and Learns on the topics of Waters of the US and Waste are scheduled for April 2016. It will be held in partnership with the MDEQ and the MS Bar Association.
 - A Breakfast with MDEQ is scheduled for May.
- e. **East TN Chapter:** No report.
- f. **West and Middle TN Chapter:** Rob Ashe provided the report for the W/M TN Chapter.
- A Lunch and Learn on the topic of TDEC waste management updates presented by Pat Flood is scheduled for February 22, 2016 at LP Products.
 - A meeting on the topic of baghouses is being scheduled for March.
 - A meeting on the topic of sustainability is being scheduled for sometime this summer.
- g. **Education/Scholarship:** Pleas McNeel provided the report.
- The plan is to finalize the scholarship amount and send out the application in mid-March.
 - 2015 – 2 scholarships at \$1,500 (total of \$3,000 + travel expenses, which Shelly can supply).
 - Pleas suggested the same amount. Need to vote next month.
 - Also anticipate offering to help pay travel expenses for students to travel to annual conference.
 - There was discussion about interest in sponsoring state science fairs. The Intel International Science and Engineering Fair (Intel ISEF), a program of Society for Science & the Public (SSP), is the world's largest international pre-college science competition. Board members can go to <https://apps2.societyforscience.org/StudentScience/Student/FindAFair> to search for fairs in their area (Intel ISEF Fairs are for high school students and Broadcom MASTERS Fairs are for middle school students).

- h. **Young Professional:** Laura McCarthy introduced herself as the YP chairperson. She would like information from the Chapters to see if there is any way the Section can help out the YP programs.
- i. **Membership:** Justice Manning provided the membership report. Justice will be contacting the lapsed members to get them to renew their membership. There are still discrepancies between the membership numbers and Justice will follow up with National.

NEW BUSINESS

- a. **International A&WMA:** Dallas Baker provided the report.
 - The Annual Conference will be held in June in New Orleans this year. The program for the conference should be released within the next 10 days or so. They are still looking for sponsorships. The early enrollment numbers are average. Stan Meiburg of the USEPA will be a keynote speaker.
 - New webinars are being produced with a focus on PSD and New Source Review topics, including a three-part series webinar on basic combustion air pollution controls.
 - Currently in the process of publishing the “Puzzle Book”, a PSD resource, which will come out in the Fall. Workshops will be hosted following the release.

OLD BUSINESS

- a. **Election Ballots:** ballots were sent out to the membership via email on January 27, 2016 for the election of Vice Chair and Treasurer. 40 ballots were received. Andrea Gardiner was elected Vice Chair and Shelly Forbes was elected Treasurer. Each will serve a two-year term. Andrea’s election to Vice Chair vacated the position of Secretary. Andrea resigned as Secretary, effective February 16, 2016 and Kelley Spence was appointed Secretary, effective February 17, 2016.
- b. **Website:** the Section website management was discussed. Alternative options were presented including Squarespace, EventBrite and Constant Contact. The ability to use the website to manage conference registrations was deemed important, however, the ability to use the website to accept payments was not. PayPal has been used in the past and is sufficient. Kelley will be trained to post the meeting minutes to the current website. Action items are listed below.

NEXT MEETING

The next meeting is scheduled for **March 16, 2016 at 2:30 pm (CDT)**.

ADJOURN

The meeting was adjourned at approximately 3:33pm.

ACTION ITEMS

Item:	Responsible:
1. Evaluate the anticipated income and expenses for 2016 in order to determine the need to open the CD early.	Joan Sasine
2. Determine the penalties for opening the CD early.	Shelly Forbes
3. Provide revenue details from the GA conference to use a reference for the MS conference.	Joan Sasine
4. Coordinate a time with the webmaster and Kelley for training.	Maya Rao
5. Evaluate current website hosting and alternative website hosting options and determine path forward.	Maya Rao & Pleas McNeel
6. Scholarship Amount Vote & Science Fair costs	Pleas McNeel

ATTACHMENT 1
CONSENT AGENDA

February 17, 2016
Consent Agenda
Southern Section AWMA

Item #1: Secretary's Report and Meeting Minutes

Minutes of the December Meeting have not been sent to the web master yet.

Item #2: Treasurer's Report

Yes, there is an update this month. Justice submitted his 2015 invoice for \$4522.20.

Total Funds	15,060.10
Investment CD at First Tennessee	\$10,368.96
Available Balance	4,691.14

Item #3: Committee Reports

- a. [Section report by Chair]
- b. [Alabama Chapter]
- c. [GA Chapter report]
- d. [MS Chapter report]
- e. [E TN Chapter report]
- f. [W/M TN Chapter report]
- g. **Education/Scholarship:**
- h. **Young Professional:**
- i. **Membership report:**

Item #4: Old Business

- a. Discuss the scholarships for 2016.
- b. Maya will ask Dallas for information on the 2016 National A&WMA Conference in Louisiana this summer.
- c. Website set up for conference registration
- d. Other?

Item #5: New Business

Item #6: Next Meeting Date and Time

March 16, 2016 at 2:30 pm.