

**Minutes**  
**Southern Section A&WMA Board Meeting**  
**August 21, 2015**  
**Callaway Gardens**  
**(at end of Annual Conference)**

**PRESENT:** Amy Addison (guest), Chris Hurst, Tom Lotz, Katy Lusky (guest), Maya Rao, Joan Sasine, Don Sodersten, Thomas Wideman, and Justice Manning

The meeting was called to order by Chris Hurst at ~ 12:30 p.m. EDT.

In addition to Board members present for the meeting, two of the Conference planning committee were in attendance at the Board meeting which is a requirement of the Bylaws, Article IX, Section 4.

The primary purpose of this meeting is to debrief the Annual Conference just completed with an awareness that financial information is incomplete. A principal objective is to make suggestions for the upcoming meeting as early as possible. Even with this, many questions arise as the planning proceeds. For example, two questions regarding registration cost kept arising: speaker cost and providing a 1-day registration fee. All pretty well agreed that a speaker who attends to just present the paper should not be charged, even if they are in attendance for one meal.

Another issue related to speakers is to balance the need to meet conference expenses from the non-speaking attendees. With so little information available in the early stages this becomes a difficult balancing act based on the “best guess” from past experience. In addition, the tax exempt status of the Section was not renewed prior to this conference, resulting in an extra expenditure for taxes.

Registering attendees as they arrive was discussed. Various possibilities for help in this process include a secretary from a sponsoring company or government agency, Convention and Visitors Bureau staff, or a local Chamber of Commerce, etc.

For the printed program, times should be as explicit as possible, e.g., the beginning and ending time of break as well as the session should be stated. Moreover, the Moderator of a session needs to play a larger role with all speakers for a given session right from the planning phase of the session until the presentation is complete. They should coach the speakers about staying within the allocated time during the session. Another consideration with respect to State regulators is that it is difficult to ask them to reduce their time when they are in the middle of an issue. Further consideration needs to be given to scheduling all agency representatives since the regulatory update is a key part of the program.

Overall the Board agreed that the Conference was excellent. Chris stated that the proceedings would be posted on the web site maintained by Troutman Sanders, [www.awma-ss2015conference.com](http://www.awma-ss2015conference.com), as soon as possible, probably within a couple of weeks. One issue related to the proceedings availability is how long Troutman Sanders will maintain the site. They have confirmed that the site can be left up through the remainder of 2015. They will be approached about retaining the website for next year.

In summary, the “take away” from this Board meeting is that the Southern Section had another good Conference, thanks to the GA Chapter and attendees, and the earlier all plans and tasks are implemented, the better the conference is likely to be.

Prepared by:  
Justice A. Manning, P.E.