

**Minutes**  
**Southern Section A&WMA Board Conference Call**  
**October 16, 2014**

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

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

**Consent Agenda:** No changes (see attached). Joan moved approval; motion 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>

This report reflects the issuance of two checks (\$1235 each) for student scholarships and receipt of dues for one Associate member from the W/M TN Chapter.

**COMMITTEE REPORTS**

**Section**

**Shelby:** Stated that the Annual Meeting was good and judged a success; thanked all involved, especially ADEM for their work as well as attendance. No further report; Steve will have a more complete report .

**AL Chapter**

**Steven:** He had hoped to have final numbers on the Annual Meeting but he did not hear from Scott prior to this call. He did say that vendors and sponsors were a tremendous help for the success of the meeting. He did send out some "wrap-up" information to the GA Chapter and AL Board earlier today, which he said that he could make available to anyone interested. It included a cost worksheet similar to ones used by others in the past; Steven said that he had not seen a previous worksheet. Steve also mentioned that Sanders Engineering has committed to "upfront" scholarship money for future years so that the chapter will not have to be concerned with the cash-flow status of the chapter in determining whether they can issue scholarships in the future. The University of Alabama student chapter is in process; Harrison Freeman is doing all the necessary leg work. The next Chapter meeting is planned for Tuscaloosa to involve the student chapter. Date for the next Chapter meeting is not set. Also, the Coastal Plains Chapter of the FL Section A&WMA, sent \$500 to the AL Student Chapter, probably as a result of Harrison being an intern with Gulf Power, a strong supporter of the Coastal Plains Chapter.

**GA Chapter**

**Joan & Chris:** The chapter just held a brown bag lunch with Steve Leffin, United Parcel Service, as the speaker. Brown bag gatherings are planned for December 5, 2014 (Erica White, EPA, speaker) and January 9, 2015 (Beth Blalock, GA EPD, speaker); more details will be

forthcoming. The GA Tech Student Chapter is active and engaged; two of their students, Lucas Henneman and Karoline Johnson, were the recipients of the Section Scholarships of \$1200 each. Chris is concerned that the students may not be planning for leadership after the current leaders graduate and move away. He will work with them regarding this item.

### **MS Chapter**

**Dallas:** The Chapter had a plant tour of Nucor Steel, Flowood, MS, the week of October 13 with 18 attendees. The company representative described their Environmental Management System, which proved of interest to the attendees. The next Chapter activity is a brown bag lunch planned for November 13 and will be on Section 111(d) of the Clean Air Act. Presenters will be Chuck Barlow of Entergy Corporation, and Chad Lafontaine of MDEQ's Air Division, and hosted by Neel-Schaffer in their Jackson office. The unfortunate aspect of this scheduling is that it is the same day and time that A&WMA HQ is conducting a webinar on the same topic. The chapter has begun the process of obtaining nominees for Chapter officers for 2015, and have begun thinking of their opportunity to host the 2016 Section Annual Meeting. Dallas also mentioned the A&WMA Young Professional conference in Baton Rouge on October 30. It is close to many of our members and should prove of intense value to young professionals in any field. It's title is **Developing the Professional in Young Professionals**. Our YP Chair, Laura James, will be sending a copy of the agenda to the Board.

### **E TN Chapter**

No Report.

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

**Julie:** The chapter had a "Lunch and Learn" meeting at ENVIRON on October 13. The topic was multiple in that an ENVIRON representative spoke on risk management while Lacey Hardin, TDEC, provided an update of State air pollution activities. Less than fifteen were in attendance. The Chapter is planning a dinner meeting for late November or early December.

### **Scholarship Committee**

No report.

### **Membership**

See consent agenda.

### **Young Professionals**

**Laura:** No specific activity. However, Laura did attend a POSS webinar sponsored by A&WMA HQ on Monday, October 13 where she said that she obtained some ideas that should help in the future.

### **NEW BUSINESS**

- a. No discussion of the software to help with hosting Annual Meeting was undertaken as no one with information was on the call. Justice mentioned that he had been in contact with a company called **Cvent** who has a powerful package but it probably costs more than the Section can afford for such limited use. Justice to contact Scott Sanders or Larry Spann to see which one would be appropriate to describe the software for the next call.
- b. A Nominating Committee is needed to obtain candidates for vacancies for Section Secretary, Directors from AL and GA as the only vacancies for next year. Chris Hurst agreed to serve on the committee and chair it as the Board representative. Justice to

notify the Board of the need for an additional member and up to 3 more members on the committee.

### **OLD BUSINESS**

- a. Justice received additional 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.

The next call is **scheduled for November 13 at 1 p.m. CDT (2 pm EDT).**

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

### **ACTION ITEMS:**

1. Justice to send a list of student members to the affected chapters. **(Done)**
2. Justice to check with Tim Martin to determine the status of the AL Student Chapter application.
3. Justice to send a solicitation to the Board asking for additional volunteers to serve on the Nominating Committee. **(Done)**
4. Laura to provide a copy of the National Young Professional Conference sponsored by the LA Section to be held in Baton Rouge on October 30. **(Done)**
5. AL Chapter to finalize the Annual Meeting report.
6. 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.
7. Justice to prepare a Newsletter .
8. Justice to check with Scott Sanders and/or Larry Spann about a report to the Board on Constant Contact, a software program to assist with conducting meetings.

**October 16, 2014**  
Consent Agenda  
Southern Section AWMA

Item #1: Secretary's Report and Meeting Minutes

Minutes of the August meeting have been sent for posting on the Section web site.  
Minutes of the September meeting have been sent to the Board for review and will be posted next week.

Item #2: 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>

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:** Membership reports from HQ are still unreliable. The best that Justice can tell it is at HQ with data entry. Records show that we have 236 members at the end of September (the same as for August). However, we had 1 lapsed members, six new members, and 13 renewed. See the discrepancy?! No priority seems to be given at HQ in addressing this issue.

Item #4: Old Business

- b. **Check List for Host Chapters for planning Annual Meeting.** The check list is undergoing final review and comment. Justice thought of additional items, viz., the need to obtain record reproducible presentations for posting on the web site, that need to be included.

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.
- b. Past time to nominate persons to fill vacant offices for the Southern Section for 2015. Positions that will be vacant include: Secretary; AL Director; and GA Director.

Item #6: Next Meeting Date and Time

Next Call is scheduled for November 13 at 1:00 p.m. CDT (2 p.m. EDT).

