



## BOARD OF DIRECTORS MEETING MINUTES

July 23, 2015 10:00 a.m.

Key Largo, Florida

- I. Call to Order – **Gary Howalt at 10:05 a.m.**
  - a. Roll call by sign in sheet – ***See attached sign in sheet.***
  - b. Welcome and introduction of Board members and guests – ***See attached sign in sheet.***
  - c. Revisions to Agenda – ***None***
  - d. Responsibility for the Technical Program Documentation – ***Garrett Wallace***
- II. Reports
  - a. May 2015 Board of Directors Meeting Minutes – Jeremy McBryan  
***A motion to approve the draft May 2015 Board of Directors Meeting minutes as submitted to the board of directors was approved.***
  - b. Treasurer Report – Mark Diblin  
***A financial Summary for January 1 – July 17, 2015 was provided (see attached report): Total income: \$31,605; Net expenses: \$13,783. The 2015 technical meetings continue to enable contributions to the Rosanne Clementi Education Program. The May 2015 meeting raised approximately \$4,000. A motion to accept the Treasurer's report as submitted was approved.***
  - c. Committees
    - i. Education – Kristin Bennett  
***None. Due to a flat tire, Kristin was not in attendance but she will provide a report to the board of directors via email as soon as possible.***
    - ii. Newsletter – Gregg Jones  
***Gregg reminded attendees about the target August 2015 newsletter preparation/review/distribution schedule.***
  - d. Membership – Jeremy McBryan et al.  
***Jeremy reported that AWRA Florida has 279 members so far in 2015 and the breakdown is as follows: Professionals = 183; Students = 83; Fellows = 7; Life = 6.***
  - e. Website – Jeremy McBryan  
***Jeremy stated that AWRA Florida's website has been modified to allow meeting registrants to share their names on event webpages. AWRA Florida extended Wild Apricot website hosting services through 2017. A webpage with previous AWRA Florida President's awards is being finalized and will be added to the website soon. A webpage featuring fellow and life members is also being developed. Carol Hinton will continue to review Google Analytics data for the website to assist with focusing social media efforts.***
  - f. PDH Credits – Shayne Wood  
***Shayne reminded attendees that the number of PDHs required for Professional Engineers increased in March from 8 to 18 hours every 2 years. He suggested adding a note in the August 2015 newsletter about AWRA Florida technical meetings being a cost-effective way to obtain PDHs. Shayne will provide language to Gregg Jones.***
  - g. Student Support
    - i. FGCU – Don Duke/Ron Edenfield – ***Don Duke stated that once the Fall semester starts, he expects a good amount of activity similar to previous years.***
    - ii. USF – Gregg Jones – ***Gregg stated that student activity is minimal at this time but he will continue to promote AWRA Florida meeting attendance to students; faculty involvement remains a challenge.***
    - iii. UNF – Gary Howalt – ***Gary stated that student activity is minimal and faculty involvement remains a challenge.***

- iv. UF – Michael DelCharco/Carol Hinton – **Michael stated that students are very active.**
- v. UCF – Shayne Wood – **Shayne stated that a committee of 3 UCF alumni was formed to assist in increasing student involvement. Joanne Chamberlain will be taking over as the point of contact for UCF.**
- vi. Daytona State College – Cathy Vogel – **Cathy reported that starting a student chapter continues to be a challenge, likely due to the fact many students are non-traditional or have other commitments. Joanne suggested happy hours or virtual meetings.**
- h. National News – Don Duke
  - i. 2016 AWRA Annual Water Resources Conference in Florida  
**Don Duke stated that the 2016 AWRA Annual Water Resources Conference will be held in Orlando in November 2016 and that planning to integrate with AWRA Florida's November meeting is ongoing. Don would like to have some Florida-centric sessions. Don also mentioned some options that AWRA has considered for previous national meetings such as: discounted 1-day rate for AWRA Florida members; a room provided for AWRA Florida board of directors meeting, etc. Gary Howalt suggested that AWRA Florida members should volunteer to assist. Garrett mentioned that when Carol Howard was Executive Director of SFWMD, she helped assemble a Florida water resources session with various speakers from SFWMD and other state agencies. Jeremy stated that all water management districts, FDEP, FDACS, and FWC could be great resources.**
  - i. Future Meetings
    - i. July 23-24 – Key Largo (2015 Annual Meeting) – Garrett Wallace  
**Garrett Wallace provided an overview of the final agenda, which includes presentations by Monroe County, USGS, SJRWMD, SFWMD, SWFWMD, FDACS, ARCADIS, GHD, etc. Thursday night's President's reception had to be moved to Sundowners, located a few minutes north of the Government Center. Friday night's dinner will be a BBQ pig roast similar to 2014. Garrett requested that a policy addressing speaker meeting fees be developed. Cathy Vogel stated that speakers should not be charged. Garrett and Roger volunteered to prepare a draft policy for discussion at a future board of directors meeting.**
    - ii. September 18 – Apalachicola – Ray Scott  
**Ray Scott provided an overview of the preliminary agenda which will be an Apalachicola River and Bay focus. The board of directors meeting is planned for Thursday night at the Water Street Hotel and Marina. A tour of the river and bay is being planned for Friday morning and the technical sessions will be held in the afternoon.**
    - iii. November 6 – Daytona Beach – Cathy Vogel/Debra Woodall (Daytona State College)  
**Cathy stated that Indian River Lagoon undergraduate research is the focus of the meeting and some professional scientists will also present. The full day meeting is free and attendees have the option to purchase a box lunch and t-shirt. There will also be a poster session. A block of 30 rooms is available at the Best Western Aku Tiki Inn. The topic of revenue sharing for this meeting was requested to be added to the September 2015 BOD meeting.**
    - iv. January 15, 2016 – Fort Myers – Don Duke/Ron Edenfield (25<sup>th</sup> Annual Southwest Water Resources Conference) **Don stated that the conference would again be a full day event; no speakers have been finalized yet; ASCE is signed up to sponsor. Roger Copp volunteered to help coordinate speakers. Don also requested that the poster session be the 2<sup>nd</sup> Annual Statewide AWRA Florida Student Poster Contest; a motion to do so was approved.**
- III. Unfinished Business
  - a. Naming of High School Scholarship  
**Garrett Wallace stated the Blain family has not responded to Doug Manson, however, Doug recommends moving forward with naming the scholarship. A motion to name the High School Scholarship in honor of Laura and Buddy Blain was approved.**
- IV. New Business **None**

**AWRA Florida Board of Directors Meeting Minutes – July 23, 2015**

V. BOD Comments ***None***

VI. Member & Guest Comments

***Jim Karas (Keith & Schnars) said it feels like homecoming as he was involved in AWRA Florida back in 1995 when he worked for SFWMD. John Good (SRWMD) agreed that free attendance for speakers would help get SRWMD speakers.***

VII. Adjourn ***11:20 a.m.***

[illegible]

## AWRA 2014 Income &amp; Spending Report

1/1/2015 through 7/17/2015

<i>Subcategory</i>	<i>Total</i>
<i>Income Categories</i>	
Deposit	59.88
Meeting Income : January Registration	5,280.00
Meeting Income : January Sponsorship	2,490.00
Meeting Income : July Registration	8,780.00
Meeting Income : July Silent Auction Donations	100.00
Meeting Income : July Sponsorship	3,450.00
Meeting Income : March Registration	3,170.00
Meeting Income : March Sponsorship	600.00
Meeting Income : May Registration	3,285.00
Meeting Income : May Sponsorship	1,750.00
Meeting Income : November Registration	15.00
Membership	2,625.00
<i>Total Income Categories</i>	<i>31,604.88</i>
<i>Expense Categories</i>	
Charitable Donations	100.00
Corporate Filing Fee	145.00
July Pay Pal fee	275.21
May pay pal fee	139.95
Meetings : January Beverages	945.00
Meetings : January Facility	1,010.00
Meetings : January Meals	3,534.50
Meetings : January Miscellaneous	300.00
Meetings : July Food	2,195.00
Meetings : May Field Trip	375.00
Meetings : May Meals	584.26
Miscellaneous - board nametags	23.25
Miscellaneous - Unassigned	66.13
Pay Pal transaction fee	290.55
Scholarships/Grants : Chapter Support	720.00
Scholarships/Grants : Fort Myers Meeting	500.00
Scholarships/Grants : Poster Prize	2,000.00
Scholarships/Grants : Students Sponsorship	579.38
<i>Total Expense Categories</i>	<i>13,783.23</i>
<i>Grand Total</i>	<i>17,821.65</i>

## 2015 AWRA Florida Section Budget vs Actual

Note: does not include Young income or expense

	2015 Current Budgeted	2015 Budget	7/17/2015 2015 To Date	Difference
<b>Anticipated Year End Checking Balance (+)</b> (adjusted for outstanding 1 liabilities and 0 expenses paid in 2012)	\$22,757.70	\$15,000	\$ 22,757.70	\$0.00
<b>Transfer Existing Sandy Young Funds to CD (-)</b>		\$0		\$0.00
<b>Transfer Sandy Young Interest to Checking (+)</b>	\$3,000	\$3,000		
<b>Adjusted Year End Checking Balance</b>	\$25,757.70	\$18,000	\$23,000.00	(\$2,757.70)
<b>Income</b>				
<b>Net Meeting Revenues</b>	\$9,000	\$9,000	\$17,070.57	\$8,070.57
<b>Membership</b>	\$2,000	\$2,000	\$2,625.00	\$625.00
<b>Directory Income</b>	\$0	\$0	\$0.00	\$0.00
<b>Education Donations</b>	\$0	\$0	\$0.00	\$0.00
Note: Includes Storch but not Young				
<b>Student Travel Donations</b>	\$0	\$0		\$0.00
<b>Net Silent Auction</b>	\$2,500	\$2,500	\$100.00	(\$2,400.00)
Note: .5 auction and no wine tasting revenue				
<b>Total Income (+)</b>	\$13,500	\$13,500	\$19,796	\$6,295.57
<b>Expenses</b>				
<b>Administration</b>				
<b>Accounting/Tax Preparation</b>	\$1,450	\$1,450	\$0	\$1,450.00
<b>Insurance</b>	\$265	\$265	\$0.00	\$265.00
<b>Bank Charges</b>	\$275	\$275	\$0.00	\$275.00
<b>Corporate Filing Fee</b>	\$136	\$136	\$145.00	(\$9.00)
<b>Membership Postage and Copying</b>	\$0	\$0	\$0.00	\$0.00
<b>Office Supplies</b>	\$0	\$0	\$0.00	\$0.00
<b>Administration Subtotal (rounded)</b>	\$2,126	\$2,126	\$145	\$1,981.00
<b>Communications</b>				
<b>Directory</b>	\$0	\$0	\$0.00	\$0.00
<b>Newsletter Postage</b>	\$0	\$0	\$0.00	\$0.00
<b>Website Contract and Miscellaneous</b>	\$882	\$882	\$0.00	\$882.40
<b>Journal</b>	\$4,000	\$4,000	\$0.00	\$4,000.00
<b>Communications Subtotal (rounded)</b>	\$4,882	\$4,882	\$0	\$4,882.40
<b>Florida Section Support</b>				
<b>Membership Expenses (Shirts, Donation O'Neill)</b>	\$600	\$600	\$189.38	\$410.62
<b>Travel (VP to National)</b>	\$1,000	\$1,000	\$0.00	\$1,000.00
<b>Awards (Recognitions at Section Annual Meeting)</b>	\$550	\$550	\$368.81	\$181.19
<b>Florida Section Support Subtotal</b>	\$2,150	\$2,150	\$558	\$1,591.81
<b>Grants</b>				
<b>Storch (2 @ \$1,500)</b>	\$3,000	\$3,000	\$0.00	\$3,000.00
<b>Butler (5 @ \$500)</b>	\$2,500	\$2,500	\$0.00	\$2,500.00
<b>Herbert (1 @ \$500)</b>	\$500	\$500		\$500.00
<b>High School</b>	\$1,000	\$1,000	\$0.00	\$1,000.00
<b>Poster Sessions/Miscellaneous</b>	\$1,000	\$1,000	\$100.00	\$900.00
<b>Grants Subtotal</b>	\$8,000	\$8,000	\$100	\$7,900.00
<b>Student Support</b>				
<b>Travel to Bi-Monthly Meetings</b>	\$3,000	\$3,000	\$0.00	\$3,000.00
<b>Travel to National Meetings (board members)</b>	\$1,500	\$1,500	\$0.00	\$1,500.00
<b>Young Travel to Annual Meeting</b>	\$500	\$500		\$500.00
<b>Student Support conf attendance (Just added this line 8/4/14)</b>	\$6,200	\$6,200	\$1,079.38	\$5,120.62
<b>Active Student Chapter Support</b>	\$900	\$900	\$720.00	\$180.00
<b>Student Support Subtotal</b>	\$12,100	\$12,100	\$1,799	\$10,300.62
<b>Total Expenses (-)</b>	\$29,258	\$29,258	\$2,603	\$26,655.83
<b>Anticipated Checking Balance Carried Forward</b>	\$9,999	\$2,242	\$40,193	\$30,193.70

Equals 2015 ending checking balance +/- transfers + income - expenses



Status Date: 7/17/15	<b>2015 Meeting Summary</b>						
	<b>Fort Myers</b>	<b>Venus</b>	<b>Delray Beach</b>	<b>Key Largo</b>	<b>Apalachicola</b>	<b>Daytona Beach</b>	
	<b>2/6/2015</b>	<b>3/27/2015</b>	<b>5/15/2015</b>	<b>7/23-24/2015</b>	<b>9/18/2015</b>	<b>11/6/2015</b>	
<b>MEETING FINANCES</b>							<b>Totals</b>
<b>Income</b>							
Registrations	\$ 5,280.00	\$ 3,170.00	\$ 3,285.00	\$ 8,880.00		\$ 15.00	\$ 20,630.00
Dinner/lunch Guest							\$ -
Sponsors	\$ 2,490.00	\$ 600.00	\$ 1,750.00	\$ 3,450.00			\$ 8,290.00
Other Income (Drinks, etc)							\$ -
Reg On line fee							\$ -
CC fee	\$ (199.96)	\$ (290.55)	\$ (139.95)	\$ (275.21)			\$ 9.00
50/50 Drawing Net Proceeds							\$ -
Student Registration							\$ -
Field Trip							\$ -
Special Event Fundraiser - SA							\$ -
Wine Tasting							\$ -
Miscellaneous: Shirts							\$ -
Refunds:	\$ -						\$ -
<b>Subtotal</b>	\$ 7,570.04	\$ 3,479.45	\$ 4,895.05	\$ 12,054.79	\$ -	\$ 15.00	\$ 28,014.33
<b>Expenses</b>							\$ -
Facilities/AV	\$ 1,010.00						\$ 1,010.00
Meals	\$ 4,479.50	\$ 584.26		\$ 2,195.00			\$ 7,258.76
Meeting Refund							\$ -
Special Events Fundraiser							\$ -
Miscellaneous: Travel & Lodging	\$ 300.00						\$ 300.00
Field Trip		\$ 375.00					\$ 375.00
Misc. Room Rebate							\$ -
Student Scholarship							
Poster Prize	\$ 2,000.00						
Distribution to Co-Sponsors							\$ -
Other: Printing/Awards							\$ -
<b>Subtotal</b>	\$ 7,789.50	\$ 959.26	\$ -	\$ 2,195.00	\$ -	\$ -	\$ 10,943.76
<b>Net Meeting Revenue</b>	\$ (219.46)	\$ 2,520.19	\$ 4,895.05	\$ 9,859.79	\$ -	\$ 15.00	\$ 17,070.57
<b>Account Balances:</b>				Reserves	Sandy Young	Checking	Totals
				\$ 11,024.62	\$ 65,192.00	\$ 30,198.38	\$ 106,415.00