



**BOARD OF DIRECTORS MEETING MINUTES**  
**November 14, 2016 12:00 p.m.**  
**Orlando, Florida**

1. Call to Order – Kristin K. Bennett ***Meeting called to order at 12:08 p.m.***
  - a. Roll call (via Sign-in sheet) ***See attached sign-in sheet.***
  - b. Welcome and introduction of Board of Directors (BOD) and guests ***See attached sign-in sheet.***
  - c. Revisions to Agenda ***None.***
2. Reports
  - a. September 2016 BOD Meeting Minutes – Jeremy McBryan  
***A motion to approve the draft September 2016 BOD Meeting Minutes as submitted was approved.***
  - b. Treasurer – Walt Reigner  
***A financial summary for the period January 1 – November 11, 2016 was provided (see attached report): Total income: ~\$55,600; Net expenses: ~\$50,100. Additional discussion on a comprehensive financial strategy including minimum operating amounts, consolidation of accounts, emergency reserves, and the goal of a self-sustaining endowment for the Sandy Young scholarship occurred. To date, the Sandy Young scholarship has been funded via the operating budget. The BOD asked that the sub-committee prepare a draft financial strategy document/memorandum with recommendations for discussion at the January 2017 BOD meeting. A motion to accept the Treasurer's report as submitted was approved.***
  - c. 2017 Board of Directors Election Results and Executive Committee Election  
***All 2017 BOD candidates were elected with 70 members voting (a new record high). New BOD members for 2017 are Alex Chatham (GHD), Allison Lewis (CH2M) and Sam Palermo (Gannett Fleming) replacing Joanne Chamberlain, Carol Howard and Michael DelCharco. A motion to approve the 2017 Executive Committee, which is Mark Diblin (President), Jeremy McBryan (Vice President), Walt Reigner (Treasurer) and Roger Copp (Secretary), was unanimously approved by the BOD. Kellie Clark expressed interest in the Treasurer position starting in 2018.***
  - d. Education – Kristin Bennett  
***The Education Committee is planning to partially fund approximately 19 students to attend the 2016 AWRA Annual Conference in Orlando. Kristin Bennett will provide an updated report at the January 2017 BOD meeting.***
  - e. Newsletter – Gregg Jones  
***The deadline for submitting information for the December 2016 newsletter is November 21, 2016.***
  - f. Membership – Jeremy McBryan et al.  
***The 2016 membership count to date is 382 (Professional = 216; Student = 149; Fellow = 11; Life = 6).***
  - g. PDH Credits – Shayne Wood  
***Renewals for Florida Professional Engineers are due February 2017; AWRA Florida meetings continue to be great opportunities for PDHs.***
  - h. National News – Don Duke  
***The 2017 AWRA Annual Conference will be held November 5-9, 2017 in Portland, Oregon. A new membership dues structure starts in 2017.***
  - i. Future Meetings
    - i. November 13-17, 2016 – Orlando – AWRA Annual Water Resources Conference ***Kristin Bennett provided an update on the Tuesday night Scavenger Hunt Networking Event; 64 have registered to date; onsite registrations will occur if spots are available. 470 have pre-registered for the 2016 Annual Conference and the conference appears to be on track for success.***
    - ii. January 13, 2017 – Ft. Myers – 26<sup>th</sup> Annual Southwest Florida Water Resources Conference – Don Duke/Ron Edenfield ***The conference theme is collaboration and cooperative solutions; agenda is***

***almost finalized; Carol Collier from Drexel University in Philadelphia will be the keynote speaker.***

- iii. March 2017 – Gainesville – Mark Diblin ***March 17 has been selected as the meeting date.***
  - iv. May 2017 – Tampa area – Randy Smith ***Roger Copp volunteered to assist in meeting planning.***
  - v. August 2017 – Key Largo – Garrett Wallace ***No report.***
  - vi. September 2017 – Palm Beach area – Kristin Bennett ***No report.***
  - vii. November 2017 – Sanford/Central Florida – TBD ***No report.***
3. Unfinished Business
- a. Financial Strategy Sub-committee Update (Roger, Garrett, Rick, Walt, Shayne)  
***See above Treasurer report.***
  - b. Annual Sponsorship Sub-committee Update (Mark, Garrett, Rick)  
***Postponed.***
  - c. Revised Fellow Member Policy  
***The current Fellow Member cap of 5 percent of current membership was discussed. At the current membership of 382, the Fellow Member cap would be 19. The BOD agreed that a 5 percent cap seems reasonable. A motion to approve the draft Fellow Member Policy as submitted to the BOD was approved (see attached).***
  - d. Fellow Membership Discount  
***See above Revised Fellow Member Policy.***
4. New Business  
***None.***
5. Board of Directors Comments ***Roger Copp announcement that he is now working for Water Science Associates. A motion for AWRA Florida to pay for the lunch provided at the BOD meeting was approved.***
6. Member and/or Guest Comments ***None.***
7. Adjourn ***1:20 p.m.***



**BOARD OF DIRECTORS MEETING SIGN-IN SHEET**  
**November 14, 2016**  
**Florida Hotel and Conference Center, Orlando, Florida**

**EXECUTIVE COMMITTEE**

Kristin K. Bennett, Esq.  
 President  
 Stuart

Mark Diblin, P.G.  
 Vice President  
 Gainesville

Walt Reigner, P.E., CPESC  
 Treasurer  
 Lakeland

Jeremy McBryan, P.E., CFM  
 Secretary  
 West Palm Beach

Gary Howalt, P.W.S.  
 Past President 2015  
 Jacksonville

Michael DelCharco, P.E.  
 Past President 2014  
 Jacksonville

**BOARD OF DIRECTORS**

Joanne Chamberlain, P.E.  
 Palatka

Kellie Clark, P.E.  
 Ft. Myers

Roger Copp  
 Tampa

Richard Creech, P.E., P.S.M.  
 Stuart

L. Donald Duke, Ph.D., P.E.  
 Ft. Myers

Carol Howard  
 Lake Placid

Gregg Jones, Ph.D., P.G.  
 Tampa

Catherine Katsikis  
 Royal Palm Beach

Luna Phillips, Esq.  
 Ft. Lauderdale

W. Ray Scott  
 Tallahassee

Randy Smith, PMP  
 Tampa

Garrett Wallace  
 Delray Beach

Shayne Wood, P.E.  
 Jacksonville

Last Name	First Name	Signature
Bennett	Kristin	Kristin Bennett
Chamberlain	Joanne	
Clark	Kellie	Kellie Clark
Copp	Roger	Roger Copp
Creech	Richard	
DelCharco	Michael	Michael DelCharco
Diblin	Mark	Mark Diblin
Duke	Don	
Howalt	Gary	Gary Howalt
Howard	Carol	
Jones	Gregg	
Katsikis	Catherine	CATHERINE KATSIKIS
McBryan	Jeremy	Jeremy McBryan
Phillips	Luna	Luna Phillips
Reigner	Walt	Walt Reigner
Scott	Ray	
Smith	Randy	Randy Smith
Wallace	Garrett	
Wood	Shayne	Shayne Wood

**Guests**

Last Name	First Name	Email Address
Hinton	Corey	chinton@freedom-wf.com
PALERMO	SAM	spalermoc@fnet.com
Liddick	Drew	Drew.Liddick@gmail.com

AWRA 2016 Income & Spending Report 1/1/2016 through 11/11/2016		
Income Categories:		Notes
Meeting Income : January Registration	\$8,210.00	Scav Hunt
Meeting Income : January Sponsorship	\$3,930.00	
Meeting Income : March Registration	\$2,595.00	
Meeting Income : March Sponsorship	\$950.00	
Meeting Income : May Registration	\$6,010.00	
Meeting Income : May Sponsorship	\$1,850.00	
Meeting Income : August Registration	\$9,680.00	
Meeting Income : August Sponsorship	\$4,350.00	
Meeting Income: August Silent Auction	\$1,180.00	
Meeting Income: August Silent Fundraiser	\$2,720.00	
Meeting Income : September Registration	\$3,705.00	
Meeting Income : September Sponsorship	\$1,600.00	
Meeting Income : November Registration	\$2,135.00	
Meeting Income : November Sponsorship	\$3,200.00	
Membership	\$3,115.00	
Counter Credit	\$325.00	
<b>Total Income Categories</b>	<b>\$55,555.00</b>	
Expense Categories:		
Accounting Fees	\$1,350.00	Cooler
Website Maintenance	\$250.00	
Charitable Donations	\$0.00	
Corporate Filing Fee	\$145.00	
Insurance	\$265.50	
YTD Paypal Fee	\$1,063.03	
Refunds	\$375.00	
Meetings : January Facility	\$570.00	
Meetings : January Meals and Beverages	\$4,849.25	
Meetings: January Field Trip	\$935.00	
Meetings: January distribution to co-sponsors	\$2,495.43	
Meetings : March Facility and Food	\$2,859.30	
Meetings: May Facility and Food	\$5,538.80	
Meetings: May distribution to co-sponsors	\$730.00	
Meetings : August Facility	\$816.95	
Meetings : August Meals/Drinks	\$5,468.40	Boat House
Meetings: August Silent Auction Expense	\$239.00	
Meetings: August Ecotour	\$1,250.00	
Meetings : September Facility	\$3,536.31	
Meetings : September Meals	\$0.00	
Meetings : November Facility	\$930.30	
Meetings : November Food	\$0.00	

Student Travel and Lodging	\$1,035.23	
Meetings : National Meeting Expenses	\$0.00	
Miscellaneous : Awards	\$0.00	
Scholarships/Grants : Butler	\$3,136.93	
Scholarships/Grants : Herbert	\$1,500.00	(2014, 2015, 2016)
Scholarships/Grants : Buddy Blain	\$1,000.00	
Scholarships/Grants : Poster Prizes	\$2,300.00	
Scholarships/Grants : Sandy Young	\$3,000.00	
Scholarships/Grants : Sandy Young Travel	\$521.00	
Scholarships/Grants : Storch	\$3,000.00	
Scholarships/Grants : Students Sponsorship	\$0.00	
Univ. Student Chapter Support	\$300.00	UCF
Unassigned/Misc	\$660.92	
<b>Total Expense Categories</b>	<b>\$50,121.35</b>	
<b>Net Income</b>	<b>\$5,433.65</b>	

Status Date: 11/11/16	<b>2016 Meeting Summary</b>						
	<b>Fort Myers</b>	<b>Steinhatchee</b>	<b>Safety Harbor</b>	<b>Key Largo</b>	<b>Jacksonville</b>	<b>(National)</b>	
	<b>1/15/2016</b>	<b>3/18/2016</b>	<b>5/20/2016</b>	<b>8/4 &amp; 5/2016</b>	<b>9/30/2016</b>	<b>11/13-17/2016</b>	
<b>MEETING FINANCES</b>							<b>Totals</b>
<b>Income</b>							
Registrations (meeting and FT)	\$ 8,210.00	\$ 2,595.00	\$ 6,010.00	\$ 9,680.00	\$ 3,705.00	\$ 2,135.00	\$ 32,335.00
Dinner/lunch Guest							\$ -
Sponsors/Meeting Donations	\$ 3,230.00	\$ 950.00	\$ 1,850.00	\$ 4,350.00	\$ 1,600.00		\$ 11,980.00
50/50 Drawing Net Proceeds							\$ -
Field Trip/Scav Hunt Sponsorship	\$ 700.00					\$ 3,200.00	\$ 3,900.00
Silent Fundraiser				\$ 2,720.00			\$ 2,720.00
Silent Auction				\$ 1,180.00			\$ 1,180.00
Miscellaneous: Shirts							\$ -
<b>Subtotal</b>	\$ 12,140.00	\$ 3,545.00	\$ 7,860.00	\$ 17,930.00	\$ 5,305.00	\$ 5,335.00	\$ 52,115.00
<b>Expenses</b>							\$ -
Facilities/AV/Linen	\$ 570.00		\$ 5,538.80	\$ 816.95		\$ 930.30	\$ 7,856.05
Meals/Beverage/Snack	\$ 4,849.25	\$ 2,859.30		\$ 5,468.40			\$ 13,176.95
Meeting Refund	\$ 50.00	\$ 100.00	\$ 195.00	\$ 30.00			\$ 375.00
Silent Auction Expense				\$ 239.00	\$ 3,536.31		\$ 3,775.31
Field Trip	\$ 935.00			\$ 1,250.00			\$ 2,185.00
Misc. Room Rebate							\$ -
Distribution to Co-Sponsors (est)	\$ 2,495.43		\$ 730.00				\$ 3,225.43
Other: Printing/Awards							\$ -
<b>Subtotal</b>	\$ 8,899.68	\$ 2,959.30	\$ 6,463.80	\$ 7,804.35	\$ 3,536.31	\$ 930.30	\$ 30,593.74
<b>Net Meeting Income</b>	\$ 3,240.32	\$ 585.70	\$ 1,396.20	\$ 10,125.65	\$ 1,768.69	\$ 4,404.70	\$ 21,521.26
<b>Attendance</b>				<b>YTD Non Meeting Related Income/Expense Summary:</b>			
1/15/2016	Ft. Myers	175		<b>Income</b>			
3/18/2016	Steinhatchee	52		Memberships/Renewals	\$ 3,115.00		
5/20/2016	Safety Harbor	89		Education Donations			
8/4&5/2016	Key Largo	73		Sandy Young Donations			
9/30/2016	Jacksonville	69		Storch Donations			
11/13-17/2016	Orlando (National)	60		Whele Donations			
2/6/2015	Ft. Myers	157		Misc/Counter Credit	\$ 325.00		
3/22/2015	Lake Placid	55		Total Income (Non Meeting)	\$ 3,440.00		
5/10/2015	Delray Beach	50		<b>Expense</b>			
6/27-28/2015	Key Largo	74		Website Maintenance	\$ 250.00	Tyson	
9/20/2015	Apalachicola	39		Univ Student Chpt Support	\$ 300.00	UCF	
11/15/2015	Daytona St. College	<u>193</u>		Dept of State& FDACS	\$ 145.00		
2015 Total		568		Acct/Taxes	\$ 1,350.00		
1/30/2014	Ft. Myers	97		Student Travel & Lodging	\$ 1,035.23		
3/22/2014	Palm Beach Gardens	42		Student Scholarships/Awards	\$ 2,300.00		
5/10/2014	Ormond Beach	46		Butler	\$ 3,136.93		
6/27-28/2014	Key Largo	54		Buddy Blain HS	\$ 1,000.00		
9/20/2014	Tampa, FL	99		Young	\$ 3,000.00		
11/15/2014	St Augustine	<u>112</u>		Young Expenses (conf/travel)	\$ 521.00		
2014 Total		450		Storch	\$ 3,000.00		
1/25/2013	Ft. Myers	156		Insurance (Hartford)	\$ 265.50		
3/22/2013	Gainesville	60		Bank/PP Charges/ Checks	\$ 1,063.03		
5/10/2013	Lake Placid	33		National Herbert Scholarship	\$ 1,500.00	(2014, 2015, 2016)	
6/27-28/2013	Cocoa	61		National Conf Reimbursements	\$ -		
9/20/2013	Marineland	55		Unassigned/Misc	\$ 660.92		
11/15/2013	Homosassa	<u>50</u>		Total Expenses (Non Meeting)	\$ 19,527.61		
2013 Total		415		Net Income (Non Meeting)	\$ (16,087.61)		
				Net Income Total	\$ 5,433.65		
				<b>Reserves</b>	<b>Sandy Young</b>	<b>Checking</b>	<b>Totals</b>
				<b>(BOA CD)</b>	<b>(Allen &amp; Co.)</b>	<b>(BOA) actual</b>	
				\$11,028	\$64,895	\$24,493	\$100,416

## 2016 AWRA Florida Section Budget vs Actual

Note: does not include Young (Allen & co) income

	2016 Adj Budget	2016 Budget	2015 YE Actual	2016 YTD	Difference Budget:Actual
Transfer Existing Sandy Young Funds to CD (-)		\$0	\$0	\$0	\$0
Transfer Sandy Young Interest to Checking (+)	\$2,000	\$2,000	\$0	\$0	
<b>Income</b>					
Meeting Related Income	\$50,000	\$50,000	\$48,297	\$52,115	-\$2,115
Membership	\$4,000	\$4,000	\$4,120	\$3,115	\$885
Directory Income	\$0	\$0	\$0	\$0	\$0
Education Donations/Counter Credit	\$400	\$400	\$0	\$325	\$75
Note: Includes Storch but not Young					
Student Travel Donations	\$0	\$0	\$0	\$0	\$0
<b>Total Income (+)</b>	<b>\$54,400</b>	<b>\$54,400</b>	<b>\$52,417</b>	<b>\$55,555</b>	
<b>Expenses</b>					
<b>Administration</b>					
Meeting Expenses	\$26,000	\$26,000	\$25,084	\$30,594	-\$4,594
Accounting/Tax Preparation	\$1,350	\$1,350	\$1,350	\$1,350	\$0
Insurance	\$265	\$265	\$256	\$266	-\$1
Bank and PP Charges/Fees	\$1,000	\$1,000	\$1,252	\$1,063	-\$63
Corporate Filing Fee	\$145	\$145	\$145	\$145	\$0
Membership Postage and Copying	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$0	\$0	\$0	\$0	\$0
<b>Administration Subtotal (rounded)</b>	<b>\$28,760</b>	<b>\$28,760</b>	<b>\$28,087</b>	<b>\$33,417</b>	<b>-\$4,657</b>
<b>Communications</b>					
Directory	\$0	\$0	\$0	\$0	\$0
Newsletter Postage	\$0	\$0	\$0	\$0	\$0
Website Contract and Miscellaneous	\$0	\$0	\$2,225	\$250	-\$250
Journal	\$0	\$0	\$0	\$0	\$0
<b>Communications Subtotal (rounded)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,225</b>	<b>\$250</b>	<b>-\$250</b>
<b>Florida Section Support</b>					
Membership Expenses (Shirts, Donation O'Neill)	\$500	\$500	\$189	\$0	\$500
Travel (VP to National)	\$1,400	\$1,400	\$1,482	\$0	\$1,400
Travel to National Meetings (board members)	\$1,000	\$1,000	\$853	\$0	\$1,000
Awards (Recognitions at Section Annual Meeting)	\$400	\$400	\$369	\$561	-\$161
<b>Florida Section Support Subtotal</b>	<b>\$3,300</b>	<b>\$3,300</b>	<b>\$2,893</b>	<b>\$561</b>	<b>\$2,739</b>
<b>Grants</b>					
Storch (2 @ \$1,500)	\$3,000	\$3,000	\$3,000	\$3,000	\$0
Butler (6 @ \$500)	\$3,137	\$3,000	\$3,000	\$3,137	-\$137
Herbert (1 @ \$500); \$1000 makeup for years 2014, 2015	\$1,500	\$1,500	\$0	\$1,500	\$0
Young (1 @ \$2,000 grad, 1 @ \$1,000 undergrad)	\$3,000	\$2,000	\$3,000	\$3,000	-\$1,000
Buddy Blain High School (1 @ \$1000)	\$1,000	\$1,000	\$1,000	\$1,000	\$0
Other Donations (ShORE, etc.)	\$100	\$0	\$0	\$100	-\$100
Poster Session Awards	\$2,500	\$2,500	\$2,166	\$2,300	\$200
<b>Grants Subtotal</b>	<b>\$14,237</b>	<b>\$13,000</b>	<b>\$12,166</b>	<b>\$14,037</b>	<b>-\$1,037</b>
<b>Student Support</b>					
Young Recipient Travel to Annual Meeting	\$600	\$600	\$0	\$521	\$79
Student Support (conf attendance and travel)	\$4,500	\$4,500	\$4,337	\$1,036	\$3,464
Active Student Chapter Support	\$1,000	\$1,000	\$720	\$300	\$700
<b>Student Support Subtotal</b>	<b>\$6,100</b>	<b>\$6,100</b>	<b>\$5,057</b>	<b>\$1,856</b>	<b>\$4,244</b>
<b>Total Expenses (-)</b>	<b>\$52,397</b>	<b>\$51,160</b>	<b>\$50,429</b>	<b>\$50,122</b>	

Florida Section, American Water Resources Association, Inc.

Policy 16-01

Fellow Membership

Prepared July 27, 2016

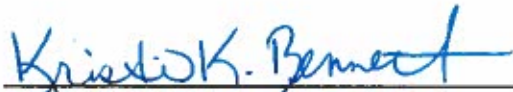
*Note: This policy replaces existing Policy 06-02.*

It is the policy of the Florida Section of the American Water Resources Association, Inc. (AWRA Florida) to recognize exceptional and/or distinguished members by selecting them to be Fellow Members. A Fellow Member is entitled to all the privileges of AWRA Florida membership.

To be eligible for Fellow Membership, one must be a member in good standing when nominated, must have served at least one year on the AWRA Florida Board of Directors (Board) or served on one of its committees, and must remain a member in good standing. In addition, the member must have an eminent record in some branch of water resources, as determined by the Board. Members of the Board are ineligible for election to Fellow Membership during their term of office. The number of Fellow Members shall be limited such that no more than five (5) percent of AWRA Florida membership are Fellow Members at any given time. Should the number of members decrease, the Board shall not be required to reduce the number of Fellow Members, but may not elect new Fellow Members until such time that the number of members has increased to a level to accommodate the 5 percent provision.

Nominations for Fellow Members shall be made to the Board by any member in good standing at any time. Board approval of new Fellow Members and removal of existing Fellow Members can take place at any Board meeting and must be unanimous. The Board has the exclusive authority to approve and remove Fellow Members.

Approved by the Board of Directors this 14th day of November 2016.



Kristin K. Bennett, Esq.

President