

**September 28, 2018 AWRA Florida Section Board Meeting FINAL Minutes, Okeechobee KOA Resort  
4276 U.S. Highway 441 South, Okeechobee, Florida 34974 (Convention Center, South Room)**

**I. Call to Order – Jeremy McBryan**

- a. Roll Call – see sign-in sheet attached

**II. 2019 Board of Directors Nominations – (BOD only) - Mark Diblin**

Several board members commented on how great it is to have so many candidates interested this year. The BOD collectively thanked Mark for all his hard work on this. The BOD then discussed the slate of 7 potential Board nominees for 2019 to fill the 2 open slots. Discussion centered around which of the nominees have attended AWRA events and have committed time to assist with events, beyond just sponsorships. Jeremy McBryan asked the members to communicate that involvement is recommended if you are interested in being considered for an open slot on the board. A motion was made by Randy Smith and seconded by Kristin Bennett to nominate Brent Anderson and Valerie Seidel to be on the 2019 ballot for the AWRA Florida Section Board elections. Motion passed unanimously.

**III. Welcome – Jeremy McBryan**

- a. Introduction of Board of Director's and Guests – Jeremy welcomed the BOD and guests in attendance. Reminded the BOD and guests to sign the sign-in sheet if they haven't already.
- b. Agenda revisions – No additions or deletions from the agenda

**IV. Reports**

- a. August 2, 2018 Board of Directors Meeting Minutes – Randy Smith – A motion was made by Kristin Bennett and seconded by Randy Smith to approve the August 2, 2018 BOD minutes. No discussion. Motion passed unanimously.
- b. Treasurer- Kellie Clark – Scholarship checks have been sent out. There are two outstanding. Co-host payments for the February meeting have been sent but does not show on the financial sheet yet. AWRA Florida made \$500 from the February meeting. It was mentioned that all expenses are shared between the co-hosts for the February meeting. There was a short discussion on non-profit restrictions regarding financials and fund balances. Kellie pointed out that the net meeting income does not reflect the scholarships checks that have been written and come out of this line. There was a short discussion on the balance in the checking account and when to move funds to the Sandy Young Fund. It was decided to re-evaluate on an annual basis with a target of reaching \$100,000 in the Sandy Young Fund. Kristin Bennett mentioned possibly increasing amount for scholarships and presented several options: 1). More scholarships same value 2). Increase amount per scholarship 3). Both 4). Increase teacher grants. Jeremy asked the Education Committee to run the numbers and bring back a proposal for vote at the January meeting with a target/goal of \$25,000/year for scholarships/grants/travel. It was mentioned that the Hartford Insurance Premiums will be due soon. The Wild Apricot (website) payment was due in October (\$1,400). Only renewed for one year. Discussed adding a Storch Award specific to Masters/Undergrad.
- c. Education Program – Christine Senne – Christine mentioned that one recipient of the Butler Grant was no longer employed by the school, but the school was committed to following through on the project submittal. Christine requested the BOD approve providing the grant to the school. BOD approved. Short discussion on enforcing a process for grant recipients to prove the project was completed, such as submitting a post-project write-up. Kristin

mentioned that there was good student turnout for today's meeting. She also noted that one student hadn't submitted an expense report for reimbursement for the Key Largo meeting.

- d. National News – All
  - i. 2019 Annual Conference – November 4-8 – Baltimore – Walt Reigner will be attending and representing AWRA Florida
  - ii. AWRA Florida received Honorable Mention for Chapter of the year and received a certificate.
- e. Website – Jeremy McBryan – Jeremy mentioned that Matt Brosman (AWRA Member) will be the new website leader and duties will transition to him by the end of 2018.
- f. Membership – Walt Reigner – 317 active members. Discussed how best to contact the 1600 contacts AWRA Florida manages (past members) to boost membership. Jeremy requested that a Membership Committee be formed. Walt and Cathy Katsikis volunteered. Walt will lead, and they will bring back proposals to boost membership at an upcoming meeting.
- g. Networking Events – Karen Miller/Kellie Clark (Fort Myers – August 2018) and Allison Lewis (Tampa – Fall 2018) – Allison discussed potential dates and locations for the Fall networking event in Tampa. Looking at the first or second week of November, possibly at Curtis Hickson Park. She was still reviewing locations and dates and would be sending that information out shortly. It was mentioned to make sure we are recognizing our sponsors at the networking events. It was discussed that \$250 is a good planning budget for networking events, however there may be exceptions. Jeremy requested that \$500 be moved to the Networking budget line from meeting revenues.
- h. Continuing Education – Suzanne Mechler – CEU credits are available for the meeting. The form will be available at the registration desk.
- i. Future Meetings
  - i. September 28, 2018 – Okeechobee – Sam Palermo – Sam said we are all set for today's meeting and thanked everyone for their help.
  - ii. November 30, 2018 – Tallahassee – Christine Senne – Still looking for a keynote speaker. Meeting will be at the TCC Center for Innovation in Tallahassee.
  - iii. January 25, 2019 Fort Myers (FGCU) – Kellie Clark/Karen Miller – Kellie has a draft agenda for anyone who would like to review it.
  - iv. March 2019 – Sanford/Lake Monroe – Mark Diblin – Mark is still looking at possible venues and lining up presenters.
  - v. May 2019 – Lake City or Bartow – Walt Reigner – Walt still looking at possible venues and lining up presenters.
  - vi. August 2019 – Luna Philips/Walt Reigner – The meeting will be in Key West on August 1 and 2 at the Monroe County Building. Going to maintain the same format as last year. Looking for a catchy name for the event. Also looking into special block rates at hotels. Planning an Alumni event Friday, paid event.

## V. Unfinished Business

- a. Audit of 2017 Financials – Gordan Brown and Allison Lewis will lead and coordinate audit of 2017 financials.

Meeting was adjourned due to time constraints as guests were arriving for the Technical meeting. Remaining agenda items were not discussed.

- b. Audio/Video Recording of Technical meetings
- c. Strategies to Increase Membership
- d. Meeting Registration Discounts for Early Career Professionals

- VI.** New Business
- VII.** Board of Directors Comments
- VIII.** Member and/or Guest Comments



**BOARD OF DIRECTORS MEETING SIGN-IN SHEET**  
 September 28, 2018  
 Okeechobee KOA Resort, Okeechobee, Florida

**EXECUTIVE COMMITTEE**

Jeremy McBryan, PE, CFM  
 President  
 West Palm Beach

Walt Reigner, PE, CPESC  
 Vice President  
 Tampa

Kellie Clark, PE  
 Treasurer  
 Fort Myers

Roger Copp  
 Secretary  
 Tampa

Mark Diblin, PG  
 Past President 2017  
 Gainesville

Kristin K. Bennett, Esq.  
 Past President 2016  
 Stuart

**BOARD OF DIRECTORS**

Alex Chatham, PE  
 Boca Raton

L. Donald Duke, PhD, PE  
 Fort Myers

Amelia Fontaine, PE, CFM  
 Vero Beach

Sandra Fox, MS, GISP  
 Palatka

Gregg Jones, PhD, PG  
 Tampa

Catherine Katsikis  
 Royal Palm Beach

Allison Lewis, PE  
 Tampa

Karen Miller  
 Fort Myers

Sam Palermo, PE  
 West Palm Beach

Luna Phillips, Esq.  
 Fort Lauderdale

Christine Senne, Esq.  
 Lake Placid

Randy Smith, PMP  
 Tampa

Shayne Wood, PE  
 Jacksonville

Last Name	First Name	Signature
Bennett	Kristin	<i>Kristin Bennett</i>
Chatham	Alex	<i>Alex</i>
Clark	Kellie	<i>Kellie Clark</i>
Copp	Roger	
Diblin	Mark	<i>Mark Diblin</i>
Duke	Don	
Fontaine	Amelia	<i>Amelia</i>
Fox	Sandra	
Jones	Gregg	<i>(resigned)</i>
Katsikis	Catherine	<i>C. Katsikis</i>
Lewis	Allison	<i>Allison Lewis</i>
McBryan	Jeremy	<i>Jeremy McBryan</i>
Miller	Karen	
Palermo	Sam	<i>Sam Palermo</i>
Phillips	Luna	
Reigner	Walt	<i>Walt Reigner</i>
Senne	Christine	<i>Christine Senne</i>
Smith	Randy	<i>Randy Smith</i>
Wood	Shayne	

**Guests**

Last Name	First Name	Email Address
<i>TAYLOR</i>	<i>RYAN</i>	<i>RTaylor@esinc.cc</i>
<i>Regalado</i>	<i>Guillermo</i>	<i>gregalado@hazenandsawyer.com</i>
<i>Penoyer</i>	<i>Robert</i>	<i>rpenoyer@scsengineers.com</i>