



**BOARD OF DIRECTORS MEETING Minutes (Draft)**  
**January 23, 2020 5:00 p.m.**

**Pinchers**

2360 West First Street – Fort Myers, Florida 33901

**Attendance:** See January 23<sup>rd</sup> sign-in sheet on last page.

**Minutes:** The minutes for the November 15<sup>th</sup> meeting were approved

**New Business:**

- Strategic Plan – Final – Action Item
  - o Motion was made and approved to accept final 2020 update to the Strategic Plan
- Technical Meeting Planning Document
  - o Discussed final version of the Technical Meeting Planning Document that was sent to the BOD members previously for review and comment. Document will be updated as needed.
- 2020 Annual Work Plan
  - o Roger presented the 2020 work plan. There was discussion that the last annual report generated was in 2017. Roger and Bent will work on preparing a 2019 annual report. Another item on the 2020 work plan that was discussed is the need for BOD Executive members to develop knowledge management documents that capture each position's job duties and expectations.
- Center for Watershed Protection
  - o Don explained that this is an annual national conference. Asked the Board to consider joining up and co-hosting a meeting in the Tampa area in early summer of 2021. He explained they are very eager to join up with us. Roger will be responsible for finding someone to chair this effort.

**Unfinished Business:**

- Update Bylaws – Assign Review Committee
  - o Discussed convening a review committee to draft updated bylaws. Randy, Kellie, and Karen volunteered, with Roger's assistance. It was decided that a draft should be completed for review by the March meeting.
- Cyber Security Coverage
  - o Item was tabled to next meeting

**Treasurer Report:**

- Sunbiz account was updated
- Bank of America account was transferred from Kellie to Brent
- Discussed if the BOD wanted to consider getting a cash back credit card for AWRA expenses. Bank of America is offering one with 2%. If we spend \$5,000 in next 90 days get \$500 back. Motion was made and approved to secure a cash back credit card.
- 2020 Annual Budget
  - o Net income neutral. Discussed prior year budget analytics. Most of the increased revenue from last year was from strong sponsorship support. Will need to look to the economy to forecast continued private sector sponsorship support.
  - o \$11,000 balance in reserve account
  - o Discussed checking account balance. Discussed that there is sufficient funds to transfer \$6,000 from checking account now to the Sandy Young account rather than previous strategy of investing \$1,000/month until the account reaches \$100,000. Start earning interest on the \$6,000, as the it is not



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earning any in the checking account. Motion was made and approved to transfer \$6,000 from checking to Sandy Young account.

- Discussed increasing student travel from \$3,000 to \$5,000. May have additional requests due to National Conference being in Orlando this year.
- Discussed increasing the Butler award from \$500 to \$1000.
- Motion was made to approve the 2020 budget, increasing the student travel line item from \$3,000 to \$5,000 and increasing the Butler award to \$1,000. Motion approved.

**Education:**

- Amelia provide an update the 2020 Education scholarships. The applications were posted. Followed up with an Email blast. Applications are Due by March 31<sup>st</sup>. Education committee will review and rank application submittals. Discussed the need to update the email blast as the Board just approved increasing the Butler award to \$1,000.

**National News:**

- 2020 AWRA National Conference - Orlando
  - Don and Roger provided update. Planning committee is participating in conference call every two weeks. Committee is discussing possibly providing comping or a reduced registration fee for speakers, discussions ongoing.
  - Need to schedule AWRA BOD meeting in Orlando during the National Conference
  - Discussed having a AWRA Florida Session at conference. Session is 4 presenters and a chair.
  - Valerie is taking the lead planning a AWRA Florida social event

**Student Chapters:**

- Tabled to next meeting

**Website:**

- Discussed that Matt is doing a great job with the website.

**Membership:**

- Tabled to next meeting

**Committee for Young Professionals:**

- Discussed upcoming events in February (Tampa) and April (SJRWMD – Maitland)

**Networking Events:**

- Need to schedule out events for 2020. Discussed scheduling events to coincide with upcoming Technical Meetings. Discussed teaming up with other organizations in 2020.
- Brent discussed organizing a Sporting Clay Shoot fundraiser in the Fall.

**Future Meetings:**

- January – Ft. Myers – Don discussed needing judges for the poster contest. See him if you are interested.
- March – Tampa (Florida Aquarium) – Brian Wozniac is taking the lead on this. Planning is going well. Randy is to see if he can get Roger German (SWFWMD Board member and Florida Aquarium CEO) or Brian Armstrong (SWFWMD Executive Director) as keynote speakers for event.



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- May – Panama City – Kristin Bennet is leading. Brian Wozniac is Board sponsor.
- August 6-7 – Key West – Luna is leading.
- September – Palm Beach – Possibly team up with ASCE

**Sponsorships:**

- Discussed that Sam needs help soliciting sponsors for the National Conference. Since Sam is handling the sponsorships for AWRA Florida, Roger has someone he is going to talk with that might be interested in helping with the National Meeting sponsorships. Brian Wozniac is assisting with this effort as well.
- Discussed what a great job Sam has been doing but that every BOD member should be engaged with helping to get new sponsors.

Motion to adjourn was approved.

