

BOARD OF DIRECTORS MEETING AGENDA

May 16, 2014

Ormond Beach, Florida

10:00 am

I. Call to Order – Michael DelCharco

- a. Roll call by sign in sheet – see attached
- b. Welcome and introduction of Board members and guests
- c. BOD Minutes and Attendance - Kristin Bennett
- d. Technical Program Documentation
- e. Revisions to Agenda

II. Reports

- a. Presentation of March Minutes – Kristin Bennett
- b. Presentation of Treasurer Report- Gary Howalt
- c. Committees – Bold Items are Scheduled for Discussion, Others as Needed
 - i. **Education – Kristin Bennett**
 - ii. Website – Jeremy McBryan
 - iii. Membership - Joanne Chamberlain
 - iv. **Newsletter – DelCharco** – Items due _____
 - v. PDH Credits - Shayne Wood
 - vi. Student Support
 1. FIU – _____
 2. FGCU – Don Duke & Ron Edenfield
 3. USF - Gregg Jones
 4. UNF - Gary Howalt & Shayne Wood
 5. UF - Michael DelCharco & Carol Hinton
 6. UCF - _____
 - vii. Watershed Journal - DelCharco
 - viii. Social Media - DelCharco
- d. National News - Don Duke
 - a. Student Poster competition(See UT email)
- e. Future Meetings
 1. May 16 – Ormond Beach
 2. July 17 & 18 - Key Largo – DelCharco, Wallace, Howalt, Diblin, Bennett
 3. September 19 – Walt Reigner – Orlando/Lakeland area
 4. November – 21 Jacksonville – Shayne Wood
 5. Field trip to Cuba -

III. Unfinished Business

- a. Need name tags for new BOD members – Rosanne Clementi
- b. AWRA shirts – Dave Watt can order AWRA items. Provide your own item
- c. Audit
- d. Regional Gatherings – DelCharco

IV. New Business

- a. Meeting registration for meeting chairs and presenters

V. BOD Comments

VI. Member & Guest Comments

VII. Adjourn

BOARD OF DIRECTORS MEETING AGENDA

May 16, 2014

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10:00 am

I. Call to Order – Michael DelCharco 10:04 am

- a. Roll call by sign in sheet – see attached
- b. Welcome and introduction of Board members and guests
- c. BOD Minutes and Attendance - Kristin Bennett
- d. Technical Program Documentation:
- e. Revisions to Agenda

II. Reports

- a. Presentation of March Minutes – Kristin Bennett:
 - * fix treasurers report and typo
 - * Motion to approve with revisions to treasurer's report by Gary Howalt second by Garrett Wallace. Motion passed unanimously.
- b. Presentation of Treasurer Report- Gary Howalt
 - * 501(c)(3) renewal documentation filed.
 - * Taxes filed; paid \$1,350.00 for preparation of return
 - * CD \$11,019.00 value. Interest rate is .05%.
 - * Brokerage acct = \$63,750.00. Started with \$59,070 in October.
 - * Recognition to Walt Reigner and Shayne Wood for finding the brokerage account
 - * FDACs form: if revenue is more than \$25,000 have to file.
 - * checking account ~\$23,000.
 - * Mark Diblin will work with Jeremy McBryan on the logistics on the PayPal and Wild Apricot systems.
 - * Question about Sandy Young fund: at what point will award be taken from it? Previously the board agreed to fund the scholarship and travel for 5 years before taking the awards from the SY funds. The current checking account has sufficient funds to cover the award for 2014.
 - * Garrett Wallace moved to approve report; Gary Howalt second. Motion passed unanimously.
- c. Committees – Bold Items are Scheduled for Discussion, Others as Needed
 - i. **Education – Kristin Bennett**
 - Application deadline closed. Received 3 Butler grant applications, 4 Young and 5 Storch.
 - Received feedback that scanning may be a problem with students
 - Need to consider better explanation of the awards and better marketing
 - Consider moving deadline to February or March for high school.
 - Consider NEA – national education association (Union).
 - Consider making requirements more general for high school
 - ii. Website – Jeremy McBryan.
 - iii. Membership - Joanne Chamberlain - no report provided.
 - iv. **Newsletter – DelCharco – Items due**
 - * Gregg Jones received feedback from Michael Tyson and he will provide information about how and when to submit information for the newsletter. Board members need to be considerate of the deadline and Michael Tyson's schedule.
 - * Send information directly to Gregg Jones rather than Michael Tyson. Gregg will compile the submittals then send to the Board to review for content. Once approved, Gregg will forward the information to Michael to be formatted.
 - * Need a technical editor position.
 - * Gregg will send out the deadlines.
 - * consider a token of recognition for Michael Tyson including covering the hotel costs for Key Largo.
 - v. PDH Credits - Shayne Wood.
 - vi. Sign in sheet provided.
 - vi. Student Support
 1. FIU –
 2. FGCU – Don Duke & Ron Edenfield: Intend to use surplus from the January conference to do a networking evening to include other host institutions to include students and professionals with internship and employment opportunities. ASCE chapter is very active. Will announce in newsletter. Remember to include in Chapter update for National.
 3. USF - Gregg Jones
 - * Gregg met with the USF geological association to discuss the AWRA and student participation with the organization.Discussion held regarding developing materials geared towards student chapters.
 - * Don Duke will make request to Christine at National to see if she can make the information available.
 4. UNF - Gary Howalt & Shayne Wood
 5. UF - Michael DelCharco & Carol Hinton : Allison Lewis invited Mark Diblin to speak. She also provided a Springs update for the newsletter.

6. UCF - _____

* Question raised whether state colleges can have student chapters: the Board expressed support. Cathy Vogel will reach out to Daytona State College.

vii. Watershed Journal - DelCharco – Lisa Sterling has been posting on LinkedIn.

viii. Social Media – DelCharco -

d. National News - Don Duke

a. Student Poster competition (See UT email).

- i. Suggestion to use the Ft. Myers meeting to host the Florida Section Student Poster competition. Judging at the competition will be the official state student poster. Award winner will be financially supported to attend the national meeting. Need to market the opportunity to the students.

e. Future Meetings

1. May 16 – Ormond Beach: ~47 registrants. Recognition to AMEC for providing the sponsor board.

2. July 17 & 18 - Key Largo – DelCharco, Wallace, Howalt, Diblin, Bennett

* \$35 snorkeling trip – suggest \$40 to cover expenses and tip. Reserved 25 places.

* Garrett Wallace continuing to solicit sponsorships. \$250 sponsorship from Rosanne Clementi. \$2,750 sponsorship raised. Goal is \$3,000.

* Minimum goal is 50 registrants.

* Recognition to Garrett for his efforts.

* Meeting to be held at the Murray Nelson government center. BOD meeting 9-11. Only buying food for reception and president's dinner. Otherwise on your own. Will have water available but no food for breaks. Reception: rented a large tent that will be between the government center and bayside. Need to address lights. Bar will be inside government center. Reception will include heavy appetizers. Friday 8-12. Eco-tour then awards dinner in the same tent. BBQ pig roast Friday night. Key Largo Historical Society fundraiser at the bar.

* Agenda highlights: EDs from SFWMD and SWFWMD. Jennifer Connor from the Nature Conservancy and on the RESTORE committee, David Hobbie to discuss the ACOE.

* Garrett will do a save the date on social media. Will also provide a listing of available hotels. Focus on continuing to make the meeting affordable. Providing a meeting that is a good value for the money. CDM is hosting the student dinner.

- Silent auction: will be set up in the government center Thursday and will move out to the tent on Friday.

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3. September 19 – Walt Reigner – Tampa area. 2 venues being considered. Rusty Pelican or Stream Song (Mosaic). Strong support expressed for Stream Song. Speakers from WMD, Tampa Bay estuary program, Mosaic. Suggest getting geologist group involved. Gregg Jones to coordinate with Walt.

4. November 21 St. Augustine – Shayne Wood.

5. Field trip to Cuba - Company does people to people not professional to professional. Conversation continues but nothing confirmed. Michael will continue to pursue.

III. Unfinished Business

a. Name tags provided for new BOD members.

b. Discussion held on forming a merchandise committee led by the past-president.

c. Audit: no report

d. Regional Gatherings – DelCharco: Don Duke, Michael DelCharco and Kristin Bennett are planning events in the fall.

IV. New Business

a. Meeting registration for meeting chairs and presenters: continue to keep at the discretion of the meeting chair/board liaison. Acceptable to comp the meeting speakers.

b. 2015 meeting discussions: Will discuss at the July meeting.

V. BOD Comments

* Carol Hinton and Gary Howalt to meet with Mark Diblin to discuss Audit.

* Need to address Board member resignations and vacancies.

VI. Member & Guest Comments

VII. Adjourn 11:33.

Income and Spending

1/1/2014 through 5/13/2014

<i>Subcategory</i>	<i>Total</i>
<i>Income Categories</i>	
<i>Deposit</i>	1,353.27
<i>Meeting Income</i>	
<i>January Credit Card Fee</i>	(156.59)
<i>January Registration</i>	5,715.00
<i>January Sponsorship</i>	3,787.00
<i>March Credit Card Fee</i>	(28.12)
<i>March Registration</i>	490.00
<i>March Sponsorship</i>	1,000.00
<i>May Sponsorship</i>	900.00
<i>Total Meeting Income</i>	11,707.29
<i>Membership</i>	784.00
<i>Total Income Categories</i>	13,844.56
<i>Expense Categories</i>	
<i>Corporate Filing Fee</i>	61.25
<i>Meetings</i>	
<i>January Facility</i>	650.00
<i>January Meals</i>	4,525.00
<i>January Miscellaneous</i>	560.49
<i>January Registration Reimbursement</i>	180.58
<i>July Food</i>	1,995.00
<i>July Miscellaneous Exp</i>	1,333.92
<i>March Facility</i>	830.18
<i>March Meals</i>	715.50
<i>May Facility</i>	680.00
<i>Total Meetings</i>	11,470.67
<i>Miscellaneous</i>	
<i>Awards</i>	54.25
<i>Total Miscellaneous</i>	54.25
<i>Miscellaneous - board nametags</i>	0.00
<i>Scholarships/Grants</i>	
<i>Chapter Support</i>	300.00
<i>Poster Prize</i>	1,000.00

2014 AWRA Florida Section Budget

Note: does not include Young income or expense

Anticipated Year End Checking Balance (+)

(adjusted for outstanding 1 liabilities and 0 expenses paid in 2012)

Transfer Existing Sandy Young Funds to CD (-)

Transfer Sandy Young Interest to Checking (+)

Adjusted Year End Checking Balance

Income

Net Meeting Revenues

Membership

Directory Income

Education Donations

Note: Includes Storch but not Young

Whele Travel Donations

Net Silent Auction

Note: .5 auction and no wine tasting revenue

Total Income (+)

Expenses

Administration

Accounting/Tax Preparation

Insurance

Bank Charges

Corporate Filing Fee

Membership Postage and Copying

Office Supplies

Administration Subtotal (rounded)

Communications

Directory

Newsletter Postage

Website Contract and Miscellaneous

Journal

Communications Subtotal (rounded)

Florida Section Support

Membership Expenses (Shirts)

Travel (VP to National)

Awards (Recognitions at Section Annual Meeting)

Florida Section Support Subtotal

Grants

Storch (2 @ \$1,500)

Butler (5 @ \$500)

Herbert (1 @ \$500)

High School

Poster Sessions/Miscellaneous

Grants Subtotal

Student Support

Travel to Bi-Monthly Meetings

Travel to National Meetings

Young Travel to Annual Meeting

Active Student Chapter Support

Student Support Subtotal

Total Expenses (-)

Anticipated Checking Balance Carried Forward

Equals 2014 ending checking balance +/- transfers + income - expenses

	Budgeted	5/11/2014 To Date	Difference
Anticipated Year End Checking Balance (+)	\$28,009.36	\$ 22,912.38	(\$5,096.98)
Transfer Existing Sandy Young Funds to CD (-)			\$0.00
Transfer Sandy Young Interest to Checking (+)			
Adjusted Year End Checking Balance	\$28,009.36	\$22,912.38	(\$5,096.98)
Income			
Net Meeting Revenues	\$5,000	3 207.18 \$1,608.86	(\$3,391.14)
Membership	\$3,500.00	\$1,412.00	(\$2,088.00)
Directory Income	\$2,150.00		(\$2,150.00)
Education Donations	\$1,000		(\$1,000.00)
Note: Includes Storch but not Young			
Whele Travel Donations	\$0.00		\$0.00
Net Silent Auction	\$2,000		(\$2,000.00)
Note: .5 auction and no wine tasting revenue			
Total Income (+)	\$13,650	\$3,021	(\$10,629.14)
Expenses			
Administration			
Accounting/Tax Preparation	\$1,950		\$1,950.00
Insurance	\$265		\$265.00
Bank Charges	\$275		\$275.00
Corporate Filing Fee	\$61	\$61.25	\$0.00
Membership Postage and Copying	\$418		\$417.53
Office Supplies	\$100		\$100.00
Administration Subtotal (rounded)	\$3,069	\$61	\$3,007.53
Communications			
Directory	\$2,344		\$2,343.68
Newsletter Postage	\$49		\$48.66
Website Contract and Miscellaneous	\$882	\$242.16	\$640.24
Journal	\$4,000		\$4,000.00
Communications Subtotal (rounded)	\$7,275	\$242	\$7,032.58
Florida Section Support			
Membership Expenses (Shirts)	\$600		\$600.00
Travel (VP to National)	\$1,000		\$1,000.00
Awards (Recognitions at Section Annual Meeting)	\$250		\$250.00
Florida Section Support Subtotal	\$1,850	\$0	\$1,850.00
Grants			
Storch (2 @ \$1,500)	\$3,000		\$3,000.00
Butler (5 @ \$500)	\$2,500		\$2,500.00
Herbert (1 @ \$500)	\$500		\$500.00
High School	\$1,000		\$1,000.00
Poster Sessions/Miscellaneous	\$250		\$250.00
Grants Subtotal	\$6,250	\$0	\$6,250.00
Student Support			
Travel to Bi-Monthly Meetings	\$3,000	\$207.00	\$2,793.00
Travel to National Meetings	\$1,500		\$1,500.00
Young Travel to Annual Meeting	\$500		\$500.00
Active Student Chapter Support	\$900		\$900.00
Student Support Subtotal	\$5,900	\$207	\$5,693.00
Total Expenses (-)	\$24,344	\$510	\$23,833.11
Anticipated Checking Balance Carried Forward	\$17,316	\$25,423	\$8,106.99

2014 Meeting Summary							
	Fort Myers	Palm Beach	Ormond Beach	Key Largo	Central FL/V	Jacksonville	
	1/31/2013	3/14/2014	5/1/2014	7/1/2014	9/1/2014	11/1/2014	
MEETING FINANCES							Totals
Income							
Registrations	\$ 5,715.00	\$ 1,970.00	\$ 1,140.00				\$ 8,825.00
Dinner/lunch Guest							\$ -
Sponsors	\$ 3,787.00	\$ 800.00	\$ 1,200.00				\$ 5,787.00
Other Income (Drinks, etc)							\$ -
Reg On line fee							\$ -
CC fee	\$ (156.59)	\$ (28.12)					\$ 9.00
50/50 Drawing Net Proceeds							\$ -
Student Registration			\$ 10.00				\$ 10.00
Field Trip							\$ -
Special Event Fundraiser - SA							\$ -
Wine Tasting							\$ -
Miscellaneous: Shirts							\$ -
Refunds:							\$ -
Subtotal	\$ 9,345.41	\$ 2,741.88	\$ 2,350.00	\$ -	\$ -	\$ -	\$ 14,437.29
Expenses							\$ -
Facilities/AV	\$ 650.00	\$ 830.18	\$ 680.00	\$ 1,333.92			\$ 3,494.10
Meals	\$ 4,525.00	\$ 715.50		\$ 1,995.00			\$ 7,235.50
Meeting Refund	\$ 180.58						\$ 180.58
Special Events Fundraiser							\$ -
Miscellaneous: Travel & Lodging	\$ 418.25						\$ 418.25
Field Trip							\$ -
Misc. Room Rebate							\$ -
Student Scholarship	\$ 500.00						
Poster Prize	\$ 1,000.00						
Distribution to Co-Sponsors							\$ -
Other: Printing							\$ -
Subtotal	\$ 7,273.83	\$ 1,545.68	\$ 680.00	\$ 3,328.92	\$ -	\$ -	\$ 12,828.43
Net Meeting Revenue	\$ 2,071.58	\$ 1,196.20	\$ 1,670.00	\$ (3,328.92)	\$ -	\$ -	\$ 1,608.86
Account Balances:				Reserves	Sandy Young	Checking	Totals
				\$ 11,014.52	\$ 60,697.29	\$ 22,912.38	\$ 94,624.19
Attendance				Income			
1/22/2010	Jacksonville	106		Memberships/Renewals		\$ 1,152.00	
3/19/2010	Gainesville	53		Education Donations			
5/15/2010	Wakulla Springs	66		Sandy Young Donations			
7/16-18/10	Key West	80		Storch Donations			
9/24/2010	Ft Lauderdale	58		Whele Donations			
11/19/2010	Ft. Myers	118	481	Directory Sponsorship			
1/14/2011	Ponte Vedra Bea	103					
3/18/2011	Tallahassee	65					
5/20/2011	Haines City	69		Expense			
7/28-29/11	Key West	84		Chpt Support		\$ 300.00	
9/16/2011	West Palm	55		Dept of State		\$ 61.25	
11/18/2011	Fort Myers	120	496	Whele Support		\$ 207.00	
1/20/2012	Jacksonville Bea	86		Acct Fees			
3/9/2012	Jupiter	56		Butler			
5/18/2012	St. Petersburg	48		Sandy Young			
7/26-27/12	Key West	55		Storch			
9/14/2012	Cedar Key	38		High School			
			283	Awards			
1/25/2013	Ft. Myers	156		Website		\$ 242.16	
3/22/2013	Gainesville	60		Directory			
5/10/2013	Lake Placid	33		Member services			
6/27-28/2013	Cocoa	61		Insurance			
9/20/2013	Marineland	55		Member Services			
11/15/2013	Homosassa	50	415	Misc			
1/30/2014	Ft. Myers	180		Bank Charges			
3/22/2014	Palm Beach Gard	? 44	3	National			
5/10/2014	Ormond Beach	22	202	Herbert Donation			
6/27-28/2014	Key Largo						
9/20/2014	Central FL						
11/15/2014	Jacksonville						

38 paid
6 comp
3 guests

Florida Section, American Water Resources Association (Provider # 00038997)











Course number: 0004183-05162014

Course name: What's Happening In and Around Water in the Birthplace of Speed (vrrroooooom)!

Course date: 16th May, 2014

Attendance = 5 PDH

By my signature, I attest that I completed the entire course/seminar as listed above:

Please Print Clearly. Thank You!					Signature
Name	PE Number	Phone	Email		
David WATT	42799	386-329-4355	dwa@e.sjrwmd.com		
Doug Hurst	43997	904-642-8990	hurstdoe@tmjnc.com		
Cunns Buckett	41841	386-453-1028	cbuckett@cmckmcreed.com		
John Noble	43958	386-212-0639	noble@ormowbeach.org		
David Christian	66419	386-329-2503	dchristi@sjrwmd.com		
Michael Callum	41869	904-501-5102	mcallum@sjrwmd.com		
Joanne Chamberlain	72378	386-329-4350	jchamber@sjrwmd.com		
Bob Higgins	22364	561-439-7807	bhiggins@higgins-edg.com		
William Fredrik	47567	386-329-4433	wtfredrik@bellsof.net		
Michael DelChato	59423	904-422-0001	mdelchato@tampabay.com		

Course number: 0004183-05162014

Course date: 16th May, 2014

Attendance = 5 PDH

By my signature, I attest that I completed the entire course/seminar as listed above:

[illegible]



American Water
Resources Association

Executive Committee

Michael DelCharco, P.E.

President

Jacksonville

Gary Howalt, P.W.S.

Vice-President

Jacksonville

Kristin K. Bennett, Esq.

Secretary

Stuart

Mark Diblin, P.G.

Treasurer

Gainesville

Carol Hinton

Past President 2013

Gainesville

Annette Carter

Past President 2012

Stuart

Board of Directors

Ed Call

Brooksville

Catherine Katsikis

Royal Palm Beach

Joanne Chamberlain, P.E.

Jacksonville

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

Stuart

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

Ft. Myers

Carol Howard

Sebring

Gregg Jones

Tampa

Jeremy McBryan, P.E., CFM

West Palm Beach

Walt Reigner, P.E., CPESC

Lakeland

Krista D. Sabin

Palm Beach Gardens

Catherine A. Walker, P.E.

Palatka

Garrett Wallace

West Palm Beach

Shayne Wood, P.E.

Jacksonville

Board of Directors Meeting

May 16, 2014

Ormond Beach

Bennett	Kristin	<u>RC</u>
Call	Ed	
Carter	Annette	
Chamberlain	Joanne	
Creech	Richard	<u>RC</u>
DelCharco	Michael	<u>MD</u>
Diblin	Mark	<u>MD</u>
Duke	Don	<u>DR</u>
Hinton	Carol	<u>CH</u>
Howalt	Gary	<u>GH</u>
Howard	Carol	<u>CH</u>
Jones	Gregg	<u>GJ</u>
Katsikis	Catherine	
McBryan	Jeremy	
Reigner	Walt	<u>WR</u>
Wallace	Garrett	<u>GW</u>
Wood	Shayne	

Guests

Rosanne Clements - member for life
Cathy Vogel
Chuck Padera