

## Executive Committee Meeting Notes

Date: July 9, 2014, 8:00 AM

Location: AL Center for Commerce – Montgomery, Alabama

### Attendees

Todd Boatman (President), Sam Fowler (President Elect), Amanda Fleming (Treasurer), Kenneth Odom (Secretary)

### Approval of Minutes from January 23, 2014 Meeting

The group approved the meeting notes from the January 23, 2014 meeting.

### Treasurer's Report

- The Available balance in checking \$5,827.71. The total expenses since January 23, 2014 are \$972.87. The total savings are \$3,697.67. See banking statement.
- Tax card has been filed. The fee charged by our accountant was \$200.
- We have already received a \$1000 (\$970.70 after PayPal fees) sponsorship from AMEC for the 2014 Alabama AWRA Symposium. (Not included in bank balance above)
- George Marodis was reimbursed for web hosting fees.

### 2014 Symposium

- Committee agreed that symposium cost would not be increase this year dues to projected increase in sponsorships.
- Add PayPal option to sponsor letters. AWRA is charged 2.9% for each PayPal transaction.
- Perdido will increase the cost of refreshment breaks approximately 5%.
- Speaker gifts will be donations to the Wounded Warrior project as we did last year.
- John Morris is asking sponsors to voluntarily increase their contributions by \$250
- Send official letters to ALL sponsors soliciting donations rather than only contacting by email or phone.
- Committee agreed to add John Peebles to the speaker list from 4:00-4:30. The Q&A session will be moved to the 4:30-4:45 time slot.
- The water conference committee will be asked to host a short plenary presentation by Sam Contorno on Friday morning to give an update on the IWRSS water center in Tuscaloosa

### National meeting update

We need to find out the status of our application for best state section award.

### Tax status

- Taxes have been filed for this year

### Website

- Fees for website hosting will be connected to our credit card in future years.
- Committee to discuss the future of PayPal as a payment option based on its use for this year's conference

### **Banking**

- An appointment has been set up for September 3, 9:00 AM at Wells Fargo in Gulf Shores for committee members to make name changes on the AWRA account.

### **Awards**

- Committee will plan on giving a service award to a long-time support member.

### **Review of Assignments/Action Items**

- Kenneth to ask John Morris to send each potential sponsor an official letter soliciting donations for supporting the 2014 Alabama AWRA Symposium and include PayPal as a payment option.
- Kenneth to order new AWRA shirts, as needed, through John Morris.
- Sam to add John Peebles to symposium schedule.
- Sam/Todd to ask Water Resources committee for plenary time on Friday morning for Jim Contorno to give an IWRSS update.
- Kenneth to request a complete list of sponsors with contact person from John Morris.
- Kenneth to send committee members copies of letters sent to sponsors.
- Amanda to check National AWRA guidelines for individual awards. (sent out 7/9)
- Amanda to schedule appointment at Wells Fargo in Gulf Shores to change names on account (DONE)
- Kenneth to check with National AWRA about advertising our symposium.