

Alabama Water Resource Association

Minutes of Meeting

Executive Committee Meeting

Date: May 19, 2011

Location: CH2M HILL – Montgomery, Alabama

Attendees: Ashley McVicar, Stan Cook, Sabra Sutton, George Marodis, Mike Kensler

- **Approval of Minutes from January March 30th 2011 Meeting**

- **Treasurer's Report**
 - Since the March meeting the only bank activity was a \$2.00 fee and our balance is \$8476.90. This is on track for where we usually are this time of year.

- **Old Business**
 - **PayPal set up for sponsorships** – Auburn University can now accept credit cards for payment for the conference. They do not want to be responsible for the flow of money contributed by sponsors. **George** is looking into adding this to the AWRA website either thru Paypal or Next Check. Mike came up with some names for different levels of sponsorship and the Board decided on using the following:
 - **Sailfish Club** - \$1000
 - **Blue Heron Club** - \$750
 - **Shoal Lily Club** - \$500
 - **Vermillion Darter Club** - \$250
 - **Other**
 - * The Board also agreed to put a picture and brief description of each.
 - **Liability insurance** – **Sabra** has a contact that she will ask to give us a quote and also may ask to conference in to our next meeting.
 - **501(c)(3) status** – **Ashley** discussed with the National AWRA and they offered to post paperwork from a similar organization that another group just gathered to apply for their 501(c)(3) status. Also she will contact Rob Fowler with Balch & Bingham about any possible help they could give. This process will be ongoing.

- **Bank account status** - Stan has worked with Wells Fargo on setting up a new business account. George (President-Elect), Stan (Treasurer), and Ashley (President) will each submit information to the bank to be on the account. **Stan** will continue to work with the bank to finalize this action.
- **New Business**
 - **Student sponsorship to National AWRA meeting** - **Ashley** will contact National to see if they will hold a spot open on the Agenda until after our annual conference to see if the winner of our student competition would want to go.
 - **Sponsorship of AWRA Board Members to become National Members** – The AWRA dues are \$165 for a 1 yr subscription. It was mentioned that it is in our Bylaws that we are to be members. The Board agreed that if the organization that the President works for would not provide for a membership to AWRA National then the membership would be paid.
 - **Potential candidates for Board Membership** – The Board agreed that **Mike** will ask Sam Fowler to join the Board in the role of Secretary in order to provide a link with Academics and also the Conference planning. Mike will be rolling off in September. In addition, **Ashley** will circulate a list of potential Board members that could represent the private sector with Sabra rolling off as past-President.
- **2011 Symposium Planning**
 - **Overall Theme** – The Interface between Science and Policy
 - **Potential Speakers** – Representative Greg Canfield (**Stan** will contact), Laurie Fowler, UGA (**Mike** will contact), Dr. George Crozier, Dauphin Island (**Sabra** will contact), Bennett Beardon, GSA (**Stan** will contact), Colonel Steven Roemhildt, Corps (**Todd** will contact). We discussed 30 min for each presentation with an hour at the end for a panel discussion. For each speaker the Symposium fee is waived. Also for out of state speakers or others who may need it we can offer to cover the travel expenses. The Board discussed that Laurie may need this.
 - **Sponsorships** – Working on letter and John Morris will begin to contact sponsors from previous years.
 - **Coordination with Conference Committee** – **Stan, Todd, Sabra** will attend the next conference planning committee meeting and will update them on the Symposium Theme. Next meeting is July 15th.
 - **CEH credits** – Once the agenda for the conference is set it can be faxed to ADEM to get pre-approval for CEH's to be obtained for water operators. ADEM does not pre-approve training for wastewater operators.
 - **FloraBama Seafood Social** – **John** has made contact with Cheryl Lange at the FloraBama. He will again confirm closer to the conference. **Ashley** will check to make sure the price hasn't gone up much.

- **Brochure** – The benefit of the brochure was discussed and the Board felt this year we would not do a brochure featuring an Agency but instead do a flier on AWRA and list our sponsors. **George** will work on this.
- **Website** – **George** will work to add a link from our website to the conference registration and also a form for students to fill out if they are interested in housing to contact Mike.
- **Speaker Gifts** – **Stan** will ask the Ethics commission if there would be an issue with giving out speaker gifts
- **Membership Certificates** – **Mike** will get with Kay the week before the conference to get the final list of attendees. **Stan** will give the certificate template to Mike for printing of the membership certificates. **Ashley** will give Mike an electronic signature to insert.
- **Perdido** – Dennis is no longer with Auburn. All conference and Symposium planning will go thru Kay Stone and Sam Fowler at Auburn. The Perdido contact this year is Amy Kohn. We may need some closer coordination this year with Kay since Dennis has been available in the past to take care of arrangements. Sabra has been in contact with Kay and Kay and Sam will be going to the Perdido in June to make the final arrangements for the setup. **Sabra** will get with them after that to confirm our usual setup for Symposium and Business reception.
- **Student Housing Coordination** – Mike spoke with Milt and will handle the student housing this year. **Mike** will coordinate with **Sabra**, Auburn and the Perdido to get the 8 rooms blocked for the students and put on the master account. **Mike** will get with Milt on how the conference and housing gets advertised to students.
- **Ashley will send out the meeting minutes**
- **Next meeting set for July 20th 10am at the Water Course in Clanton. Meeting adjourned at 12:30 am**