

## Georgia Chapter A&WMA Board Meeting

November 13, 2020

**Present:** Shanna Alexander, Joey Dean, Charlie Denton, Steve Ellingson, Katy Lusky, Elisabeth Munsey, Kim Sanders, Ashley Ward, Tom Wurzinger (late)

**Absent:** Shira Colsky, Chris Hurst,

### 1. **CALL TO ORDER:**

Chair Kim Sanders called the meeting to order and outlined the Agenda for this Board meeting (attached).

Kim  
Sanders

### 2. **SECRETARY'S REPORT:**

The Meeting Minutes for October 9th were reviewed and approved.

Shanna  
Alexander

### 3. **TREASURER'S REPORT:**

Katy submitted the following report:

**Reporting Period:** Oct 10 – Nov 13, 2020

Current Wells Fargo Balance = \$10,503.74

Current PayPal Balance = \$6,412.15

**Major Debits (WF & PP):**

\$190.31 – MemberClicks (Oct)

\$16.95 – Merchant Services (Nov)

\*Pending reimbursement of \$39.99 to Ashley Ward for YP activities in October.

**Major Credits (WF & PP):**

\$39.90 – Merchant Services refund for overpayment (Sep and Oct)

**Other Business:**

None

Katy Lusky

### 4. **COMMITTEE REPORTS:**

Education/Scholarship:

- Elisabeth reported that 17 abstracts were currently being ranked by the scoring committee (Shanna, Ashley, Joey, and Tom). Emory had posted the scholarship announcement on their website increasing the Chapter's visibility among student applicants.
- Kim mentioned that two \$1,500 scholarships were awarded at the Southern Conference. The Southern Section (SS) was supposed to send a scholarship email to all members. A poll was taken to see how many Board/Committee members had received the scholarship announcement from SS. No one on this Board of Directors (BOD) call reported receiving the SS scholarship email.
- Steve commented that the announcement should have also went out to interested scholarship applicants attending universities/colleges in Georgia and that Kim should inquire about how many applications were received from Georgia students.

Elisabeth  
Munsey

- Kim stated that at a minimum we could have posted this info on the website or Elisabeth could have disseminated to the Chapter's scholarship distribution list.
- Shanna suggested that moving forward the SS Scholarship chair should coordinate with Elisabeth and possibly other scholarship chairs (as available).
- Kim will pass along these recommendations/comment to SS and make an inquiry about how the recipient list originated and what specific process was followed.

#### Young Professionals:

- Ashley reported that eight YPs (herself included) had participated in the Halloween event. A number of these participants were new faces that later joined A&WMA. Some of these YP participants proposed a Christmas holiday event. Ashley indicated that she will be coordinating an "Ugly Christmas Sweater" social event to be held early or mid-December. Ashley Ward
- Ashley reminded the Board that the Zoom subscription expires on 11/16 and solicited opinions on the renewal of the subscription [monthly (\$15) versus annual (\$12/month) subscription].
- Charlie suggested taking advantage of the annual subscription by having our BOD calls via Zoom in addition to the brown bag seminars, YP social events, and any other virtual Chapter meetings to get the best use out of it. Ashley mentioned that we can add additional hosts for an upcharge.
- Ashley suggested creating a default email. However, Katy stated that Elisabeth has an A&WMA email account for scholarship, and she has one for Pay Pal. Katy proposed that we either share these accounts or create another email account and mix the functions. Elisabeth and Ashley agreed to "piggyback" of one of the emails and use a generic password that everyone can use.
- Kim made a motion to purchase the annual subscription/membership with an additional host fee. She advised that Ashley send out a summary email to everyone with the subscription info (i.e., total annual fee and the email address/password selected for sign-in).
- The Board voted unanimously in favor of renewing the Zoom subscription with the annual option with additional hosts.

#### Brown Bag:

- Kim announced that there will not be a Brown Bag seminar in November due to work responsibilities and limited time, but there will be one scheduled for December.
- Kim clarified the air permitting/environmental impacts from emissions from marijuana processing facilities. Kim confirmed with Shira that this was a webinar that you dial-in to, so Shira agreed to find out if it's not too late for the webinar as well as seek out other brown bag topics
- Kim mentioned that the end-of-year brown bag would need to be held by December 11<sup>th</sup>. This event would include the scholarship announcement and a 10- to 15-minute presentation from the scholarship winner.

Shira  
Colsky  
(NA)

## Membership:

Steve  
Ellingson

- Steve sent out the updated membership contest information and the membership update report (minimal change from the previous month). The membership report results are consistent with historical results (i.e., reduced renewal activity towards the end of the year with a typically larger surge in the Spring around the Spring Reg conference). **[See Membership report attached].**
- Steve mentioned that Shanna sent info for three people that were interested in joining the Chapter. Of these, two members were confirmed but one did not. Shanna's currently in 1<sup>st</sup> place for the membership contest. Steve asked for Ashley to send the names of the people that she said had joined and questioned whether these were the same as Shanna's referrals.
- Due to uncertainty on how many people visit the Chapter website, Steve suggested that we send out a flyer via MemberClicks to all members to get more people involved in the membership contest. Steve is tracking the membership database to verify reports of new member enrollment.
- Charlie will get the flyer mailed out to everyone in MemberClicks. Steve volunteered to send another copy of the flyer to Charlie following the meeting.
- A copy of the proposed newsletter pertaining to EPD's adoption of the rule on regulating aerosol cans as universal wastes in Georgia was emailed to the group prior to the meeting. Steve stated that the newsletter would be distributed periodically and inquired about where to post the periodic newsletter on the website (e.g., create separate tab for "Newsletter").
- Kim stated her preference for keeping information within their appropriate sections on the website and questioned whether the newsletter would be distributed quarterly.
- Steve suggested that we don't commit to a set schedule for newsletter distribution since may not have a topic on a quarterly basis. However, once initiated, the newsletter publications must be continued for members to find value in visiting the website and to promote membership retention.
- Steve mentioned that the Board can also provide the context of any topic in air and waste management (short blurb) and send it to him to put into a newsletter format.
- Steve questioned whether Kim would like to forward to the SS a copy of the Membership report and newsletter. Steve also suggested that we need to have something written about who won the scholarship award with pictures and YP blurb on an event that took place with pictures.
- Kim and Shanna expressed concerns about Steve taking on additional roles/tasks. Shanna questioned whether the newsletter fell under the duties of the Membership chair and suggested a Newsletter committee be formed which will get others involved. Shanna also suggested an EarthCon colleague that recently joined A&WMA that may be a good fit for this committee.
- Shanna suggested that a Newsletter committee be formed. Steve agreed and recommended posting of the newsletter to the website and distributing to membership for December and solicit member participation on the Newsletter/Publications/Outreach Committee which would be announced as part of

the 2021 Election ballot. This would also need to be incorporated into the updated Bylaws.

Database/Website:

Charlie  
Denton

- Newsletter to be posted to the website and sent out via MemberClicks separately.
- Charlie will coordinate with Shira on how to post the newsletter to the website but will send the newsletter out via MemberClicks. Per Kim, Charlie will also reach out to Shira regarding the Brown Bag topic and date for posting to the calendar on the web.

**5. OLD BUSINESS:**

- Kim made a motion to discuss the Bylaws and upcoming elections simultaneously. The group agreed to this. Per SS Bylaws, it was decided that we push back the conference to 2021 and retain the same Board members.
- Katy suggested that Charlie handle the Bylaws since the most effective at determining which positions are up for re-election.
- Charlie and Kim both stated that they are fine with serving in their positions for another year including assisting with the Southern Reg conference.
- Steve proposed the idea of having co-chairs put in place where the Chair and Chairman elect would alternate monthly as part of the transition period.
- Kim agreed with this idea, but Charlie disagreed (based on former experience with shared roles being ineffective). Charlie indicated that the Board should just continue business as usual on a two-year term.
- Shanna suggested updating the Bylaws based on recommendations from SS which included a proposal for a two-year term election for current Board members and two other pandemic-related items.
- Charlie, Kim, and Shanna will schedule a separate call to review the Bylaws and discuss formation of a nomination committee. Charlie questioned whether an election is needed this year since moving to a two-year term and suggested that the soon-to-be nomination committee come back with a recommendation on this.
- Tom stated that there could be an issue with having a two-year term (Chair/Vice Chair) because it limits access to those positions from new and/or interested members.
- Charlie mentioned that there are multiple committees available that these individuals can volunteer to participate on.
- Katy also reminded the group that some positions are already two-year terms (Treasurer, Secretary, and Director).

**6. NEW BUSINESS:**

- Due to time constraints, it was agreed to postpone the Spring reg conference discussion until the December BOD call.
- Charlie suggested having an email discussion regarding any ideas for the Spring reg conference leading up to the next call.

**NEXT MEETING:**

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**December 11, 2020** by Conference Call – 10:00 am Eastern (Meeting adjourned at 11:03 AM)

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## Agenda

### A&WMA GA Chapter - Executive Board Meeting

November 13, 2020; 10:00 a.m. Eastern

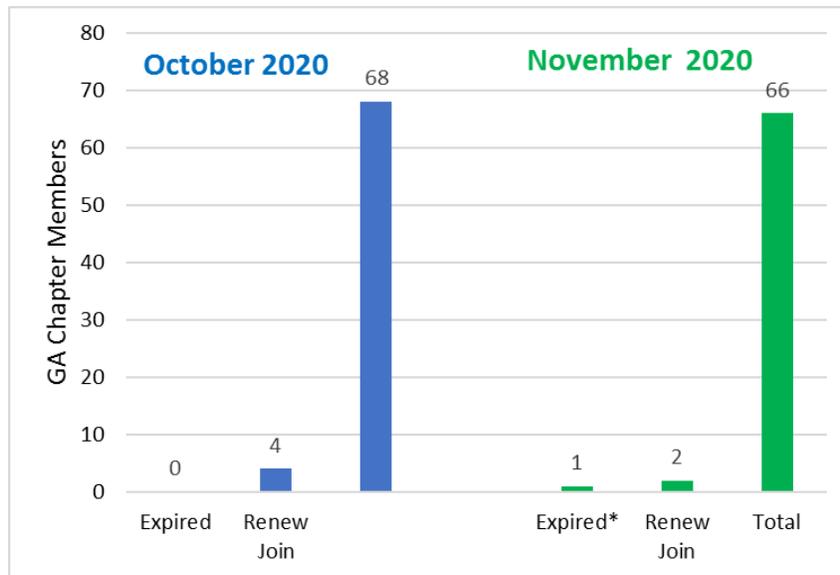
Conference Call-in: 1 (408) 650-3123, Passcode: 790-678-541

One-touch: <tel:+14086503123,790678541#>

<b>1. CALL to ORDER:</b>	Kim Sanders
<b>2. SECRETARY'S REPORT:</b> Approve October 9 <sup>th</sup> meeting minutes, post to website.	Shanna Alexander
<b>3. TREASURER'S REPORT:</b> Current balances Upcoming expenses	Katy Lusky
<b>4. COMMITTEE REPORTS:</b>	
<u>Scholarship</u> Update on abstract scoring/results	Elisabeth Munsey
<u>Young Professionals</u> Update on virtual Halloween event and future 2020 planned events (if any)	Ashley Ward
<u>Brown Bag</u> Next Brown Bag date/topic (possible coupling with end-of-year event)	Shira Colsky
<u>Membership</u> Membership update/contest	Steve Ellingson
<u>Database/Website</u> Posting of White Paper and calendar updates	Charlie Denton
<b>5. OLD BUSINESS</b>	
<ul style="list-style-type: none"><li>• 2021 Spring Reg Conference Pre-Planning/Brainstorm session</li><li>• Updates to GA Chapter Bylaws</li></ul>	
<b>6. NEW BUSINESS</b>	
<ul style="list-style-type: none"><li>• A&amp;WMA Board of Directors and decision on GA Chapter elections</li><li>• Newsletter/Aerosol Cans White Paper</li></ul>	
<b>7. NEXT MEETING</b>	December 11, 2020 - 10:00 am EST
<b>8. ADJOURN</b>	

**Monthly Membership Update**  
**November 9, 2020**  
**Steve Ellingson, Principal, Vatten Associates**  
[Steve.Ellingson@VattenAssociates.com](mailto:Steve.Ellingson@VattenAssociates.com)

**Current Status of Expired, Renewals/New Joiners and Total Members**



\* = Projected to expire

**Activities in Previous Month (October)**

- Participated in October 9, 2020, Executive Board Meeting.
- Prepared Membership Contest flyer and posted information posted to website.
  - Need to email flyer to membership
  - Currently Shanna Alexander enrolled **two** new members
- Drafted GA/A&WMA Newsletter with Membership Contest information and article on aerosol cans as new universal waste in Georgia.

**Proposed Activities (November)**

- Contact via email to **one** current member that is projected to have their membership expire in November. Remind them to renew their membership.
- Send “welcome” email to **two** people that joined/rejoined their A&WMA membership.

**Detailed Information  
on  
Membership Expirations & Join/Renewals**

A&WMA ID*	Membership Expiration Date (projected)	
1013547	11/30/2020	
A&WMA ID*	Most Recent Join/Renew Date	
1257385	10/12/2020	
1256466	11/8/2020	

\* = To maintain membership privacy, person's A&WMA ID Number is used.  
For detailed information on these projected expirations and/or renewals/new members; contact Steve Ellingson