

Georgia Chapter A&WMA Board Meeting

September 11, 2020

Present: Shanna Alexander, Joey Dean, Charlie Denton, Steve Ellingson, Elisabeth Munsey, Kim Sanders, Ashley Ward, Tom Wurzinger

Absent: Shira Colsky, Chris Hurst, Katy Lusky

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 August 14th were reviewed and approved. There was one accepted amendment to the meeting minutes proposed by Elisabeth Munsey to change the start date for the request for abstracts from end of August to September.

Shanna
Alexander

3. **TREASURER'S REPORT:**

Katy submitted the following report:

Katy Lusky
(NA)

Reporting Period: Aug 15 – Sep 11, 2020

Current Wells Fargo Balance = \$10,904.46
Current PayPal Balance = \$6,412.15

Major Debits (WF & PP):

\$190.31 – MemberClicks (Aug)
\$43.05 – Merchant Services (Aug)

Major Credits (WF & PP):

None

Other Business:

None

4. **COMMITTEE REPORTS:**

Education/Scholarship:

Elisabeth
Munsey

- Request for abstracts will be sent out to colleges and universities end of September. Emails that bounce back will be removed from the 2nd email blast and non-respondents will be removed from the distribution list.
- Sub-committee to assist with review and tallying of the results (apply Steve's previous metrics and assign random names to abstracts, evaluate, and then notify of results).
- A proposal to award scholarships during the December holiday brown bag seminar was discussed. This would give the winner an opportunity to present their research. Winner would also be able to use the reward for holiday spending.
- Kim suggested incorporating a picture slide or pre-recording about the winner similar to what was done for Shira (YP award) during the National A&WMA conference.

Young Professionals:

- Ashley suggested an alternative to the Fall partnering event with GAEP. Due to COVID, she suggested hosting a YP virtual Halloween social event with possible cash awards for best Halloween costume or Halloween-inspired beverages. Games will be added to keep participants engaged. The group agreed to the proposed change in plans. Ashley Ward
- Ashley will put together a flyer for the event and circulate to the group for comment.
- Kim encouraged the group to get the YPs in their companies to participate.

Membership:

- An email reminder requesting renewal was sent to four individuals with expired memberships in September. A reminder to join the association was also sent to the attendees of the September 4th brown bag seminar (32 RSVP'd; 28 participated; 21 out of the 28 were non-members). Steve is planning to send a welcome email to new members but will share the email with the Board prior to sending out.
- Membership report released to group 9/10 (attached to minutes). Steve reported that no memberships were expected to expire for the month of October.
- Steve discussed the new membership drive and proposed a kick-off in October. A tally of the results would occur end of October and rewards would be issued the 2nd week in November (prior to the Thanksgiving holiday). Rewards would go to the Chapter member with the most recruits. The membership email blast is tentatively scheduled to go out September 18th to avoid potential overlap with the scholarship emails.

Steve
Ellingson

Brown Bag Coordinator:

- Kim announced that Katie Ross and Adam Sowatzka will not be able to present at a future brown bag seminar. Future brown bag seminar may include impacts of marijuana on air quality. Kim will confirm with Shira.
- Email coordination would be necessary for the Chapter's planned events for October --- membership drive, YP Halloween event, call for scholarship abstracts, and brown bag promotional email.

Shira
Colsky
(NA)

Database/Web Chair:

- Charlie presented the updates from the new website design team meeting. The website changes were successful.
- EPD's vapor intrusion guidance presentation was shared and uploaded to the website.
- Shanna questioned whether a clickable "Join" button was added to the website as suggested by Steve and suggested adding the group's Zoom photo. Charlie suggested use of hyperlinking.

Charlie
Denton

- Updated chapter news to be added to website; request for submittal and deadline for abstracts to be added to website calendar.

5. OLD BUSINESS:

- Kim announced that the virtual Georgia Brownfield Association is scheduled for early October (10/6-7)
- Plan to brainstorm how to put on a virtual conference for the 2021 Spring Reg conference --- will need to dedicate several months to preparation (identifying presenters/panel leaders, proofing presentations, time slots, session topics, etc.)
- Suggestion to record the presentation in advance and present them on the day of the conference to keep on schedule.
- Kim suggested dedicating the next meeting to planning the groundwork for Spring Reg conference (e.g., best day for speakers, session topics, presenters, sponsors, registration for the conference, etc.)

6. NEW BUSINESS:

- Kim reported on the proposed bylaw changes discussed during the Southern Section meeting and that was shared by Anna Chappell via email on 9/10. Changes will need to be made to the Chapter's bylaws by adoption of these proposed changes, which includes keeping the current board through 2021.
- Kim reminded the group that the GA Chapter will host again in 2024.

NEXT MEETING:

October 9, 2020 by Conference Call – 10:00 am Eastern (Meeting Adjourned at 10:58 AM)

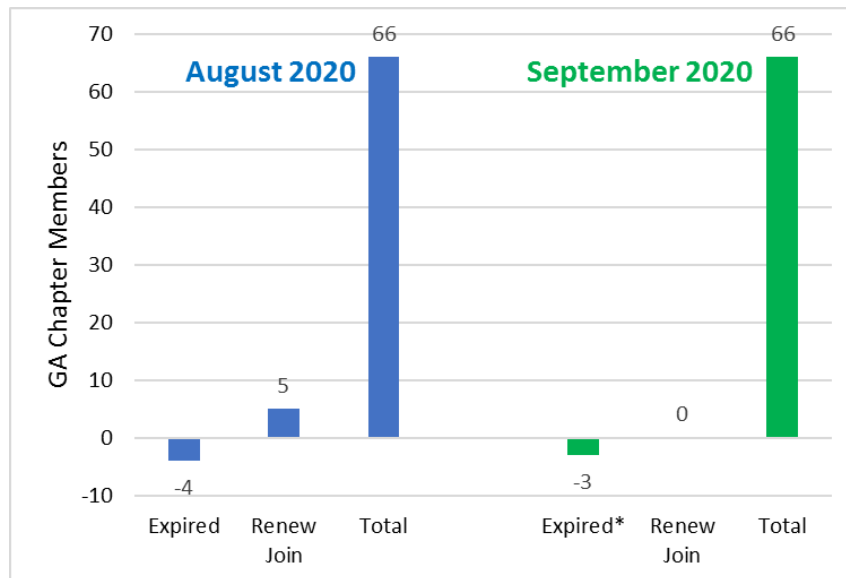


Agenda
A&WMA GA Chapter - Executive Board Meeting
September 11, 2020; 10:00 a.m. Eastern
Conference Call-in: 1 (408) 650-3123, Passcode: 790-678-541
One-touch: <tel:+14086503123,790678541#>

1. CALL to ORDER:	Kimberly Sanders
2. SECRETARY'S REPORT: Approve August 14 th meeting minutes, post to website.	Shanna Alexander
3. TREASURER'S REPORT: Current balances Upcoming expenses	Katy Lusky
4. COMMITTEE REPORTS:	
<u>Membership</u> Status Report/New Membership Initiatives & Incentives Membership drive ideas	Steve Ellingson
<u>Scholarship</u> Status report	Elisabeth Munsey
<u>Young Professionals</u> Status report	Ashley Ward
<u>Brown Bag</u> Date of Next Brown Bag	Shira Colsky
<u>Database/Website</u> Status report	Charlie Denton
5. OLD BUSINESS Spring Reg Conference Scheduling Recap	
6. NEW BUSINESS None	
7. NEXT MEETING	October 9, 2020 - 10:00 am EST
8. ADJOURN	

Monthly Membership Update
September 10, 2020
Steve Ellingson, Principal, Vatten Associates
Steve.Ellingson@VattenAssociates.com

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



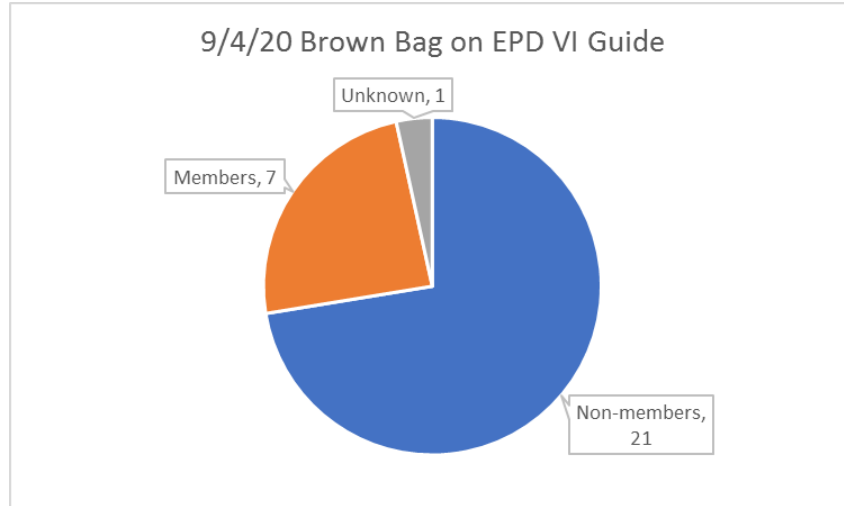
* = Projected to expire

Activities in Previous Month (August)

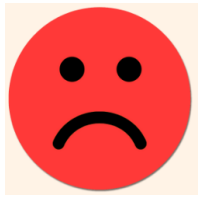

- Participated in August 14, 2020, Executive Board Meeting.

Proposed Activities (September)

- Contact via email **three** current members that are projected to have their membership expire in September. Remind them to renew their membership.
- Re-contact via email **four** former members that allowed their membership to expire in August; request that they rejoin A&WMA.
- Send “welcome” email to **five** (5 in August) people that joined/rejoined their A&WMA membership.
- Contact via email **21** non-member attendees at 9/4/20 brownbag presentation on EPD’s draft VI Guidance. RSVP was 32 and 28 attended (88% yield rate).



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

A&WMA ID*	Membership Expiration Date (projected)	
1255747	9/30/2020	
1255772	9/30/2020	
1255803	9/30/2020	
	No projected expirations in October	
A&WMA ID*	Most Recent Join/Renew Date	
1255753	8/18/2020	
1004370	8/17/2020	
1254922	8/13/2020	
1255722	8/7/2020	
80088	8/3/2020	

* = 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