Meeting Notes  
Board of Directors Meeting  
South Atlantic States Section  
Air & Waste Management Association  

Date:    April 17, 2019  
Duration:  Call to Order at 4:03 pm; Adjourned at 5:03 pm  
Location:  Teleconference  

Attendees:  
Ann Quillian  
Chris Geraghty  
Flint Webb  
Stephanie Phillips  
Bob Hall  
Ryan Christman  
Ashley Sapyta  
Mike Kosusko  

1.  Approval of Agenda (Chris Geraghty)  
   a.  Approved  

2.  Approval of March 2019 Meeting Minutes (Chris Geraghty)  
   a.  Several edits to March 2019 meeting minutes. Changes will be made and approved during May 2019 meeting.  

3.  Chapter Reports  
   a.  Baltimore-Washington Chapter (Flint Webb)  
      i.  15 people were at the Guinness brewery tour; 8 people were present for the dinner (5 board members and 3 non-board members)  
      ii.  Wednesday, April 24 Webinar through Skype on “How to Get the Most out of Quebec ACE.” The webinar will talk about the program, what there is to do and see, etc.  
      iii.  Regulatory update in May or early June  
      iv.  Early May meeting with University of Maryland College Park to discuss starting a Student Chapter  
   b.  Research Triangle Park Chapter (Mike Kosusko)  
      i.  Meeting with Duke University at NCDEQ on April 30  
      ii.  Mike, Vice Chair, and Treasurer had a call with EPA regarding providing support for the teacher fair on July 9 & 10. RTP chapter will provide continental breakfast, etc.  
   c.  South Carolina Chapter (Ashley Sapyta)  
      i.  Board meeting on April 18 and will have updates afterwards  
      ii.  Young professionals meetup coming soon  
   d.  NCSU Student Chapter (Chris Frey)  
      i.  Chapter arranged for a tour hosted by EPA Sustainability Practices at the RTP campus and 3 other labs. This will occur on April 16.  
   e.  JMU Student Chapter (Stephen Frysinger)  
      i.  Met with new officers
4. Committee Reports
   a. Membership – (Chris Geraghty)
      i. Overall membership increased by 12 members since the start of the year
      ii. Reach out to local universities to see if there would be any interest from YP
      iii. Reminder: YP membership fee lasts for 5 years and EPA employees/organizational
           memberships can join for $98
   b. Social Media/Website (Diana Ortiz-Montalvo/Stephanie Phillips/Chris Geraghty)
      i. SC Chapter and Baltimore-Washington Chapter pages created
   c. Education (Flint Webb)
      i. Teacher training on Monday April, 22
         1. All the monitors will be handed out to the teachers
         2. 5-6 teachers from Fairfax county and some possible teachers from District of
            Columbia
   d. Finance & Internal Auditing (Clara Poffenberger)
      i. No changes
      ii. Current Balance: $30,984
      iii. Financial records will be created and shared next month
   e. A&WMA BOD Updates (Corey Mocka)
      i. Balance: $12,000
      ii. Current membership: 3,350
      iii. Will get back to us on how this compares to the past 5 years
      iv. Wildlife conference: Earned $60,000+ compared to $20,000 budget
      v. ACE: 93 registrations, 35 exhibitors will be present
      vi. May 24 is the registration cut off

5. Old Business
   a. 2018 Annual Report (Corey Mocka)
      i. No updates
   b. Updated Draft Membership Survey (see link: Revised Draft Survey) (Chris Geraghty)
      i. Revisions made to incorporate recommendations from Flint, Ashley, and Chris
      ii. Cut questions from 25 to 18

6. New Business
   a. 2019 Leadership Academy Debrief (Bob Hall)
      i. Highly recommends any of the board members to go
      ii. Most of the attendees were young women
      iii. Section Chapter Chair mentioned they are trying to plan a Section Chapter Fall
           Meeting either in September or October, probably in Austin, TX
      iv. Annual Report due March 31
      v. 31 sections, 60 chapters (not including student chapters)
      vi. Liability insurance: $175 payment for SASS liability insurance? Question for Corey
          because it must be specified in Annual Report
      vii. Strategic Plan on website
      viii. Working on a mentoring program for YPs
      ix. Reach out to lapsed members and try to get new member involved
      x. Discussed the importance of having 2 people as signatories on the bank account
      xi. Set up email addresses aimed at the position rather than the person, so when the
          person leaves the email address doesn’t follow
      xii. Send messages about meetings more than once (follow up 2-3 days before)
      xiii. Section and Chapter logos need to be sent out with each message