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 due 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.