



# BOARD MEETING AGENDA

AUGUST 9, 2017

1:30 – 3:00

FDEP CENTRAL DISTRICT CONFERENCE ROOM

Members Present	Officers	Directors	Committees / (Chair)	Guests Present
<u>  X  </u> = Present <u>    </u> = Absent	<u>    </u> Debra Boothe <u>    </u> Jimmy Stewart <u>  X  </u> Amy Guilfoyle <u>    </u> Danielle Mohan	<u>  X  </u> Christine Daniel <u>  X  </u> Scott Evanson <u>  X  </u> Jane Gregory <u>  X  </u> Brett Robinson <u>  X  </u> Lauren Staly	<u>    </u> Elections (Open) <u>    </u> Logistics (M. Colon) <u>  X  </u> Outreach (S. Evanson) <u>    </u> Scholarship (D Mohan) <u>  X  </u> Social Media/Web (M Alexander) <u>    </u> Sponsorship (B Robinson) <u>    </u> Training (J Stewart)	

## MEETING NOTES

Call to Order	Amy	<ul style="list-style-type: none"> <li>Welcome</li> </ul>
Meeting Minutes	Amy	Approval <u>  X  </u> Yes <u>    </u> No
Treasurer Report	Danielle via Email	Approval <u>  X  </u> Yes <u>    </u> No
Old Business	Amy	<ul style="list-style-type: none"> <li>Debra/Jane to follow up on E2 Day Addendum for washable plates.</li> <li>Registration for E2 Day is Live.</li> <li>All board members are requested to obtain door prizes for the event.</li> <li>Jane to ask Laura Gimpelson about PE credits for E2 Day.</li> <li>Jimmy is reaching out to potential air speakers.</li> </ul>
Committee Updates	All	<p><b>Corporate</b></p> <ul style="list-style-type: none"> <li>NA</li> </ul> <p><b>Logistics</b></p> <ul style="list-style-type: none"> <li>Who is acting as master of ceremonies for E2 Day?</li> <li>We should plan on ordering the sponsor posters early to save money.</li> <li>Comp tables include: FDEP, Orange County, City of Orlando, CFAEP, "Ask the Presenter", ASCE Safety Council.</li> <li>Mike to ask if the City or Orlando can print the program and Amy to ask Lisbeth House if LMCO will.</li> </ul> <p><b>Outreach</b></p> <ul style="list-style-type: none"> <li>Mike to set up individual company codes for registration purposes. Amy will email out to all sponsors.</li> <li>Amy will request that the sponsors bring a gift card or other door prize.</li> <li>Amy to discuss plastic cup selection with FECC and bring to the board for approval.</li> <li>Jane to research the price of Tervis tumblers for METRA speakers and send to the board for approval.</li> <li>Amy to ask SeaWorld personnel if they would like the opportunity to speak at E2 Day.</li> </ul> <p><b>Scholarship</b></p> <ul style="list-style-type: none"> <li>We need to get the scholarship winner a large check for presentation.</li> </ul> <p><b>Training</b></p> <ul style="list-style-type: none"> <li>Agenda has been finalized</li> <li>Speakers have been confirmed, except for Air</li> <li>Scholarship winner will be keynote speaker</li> <li>Need to make a slide that states – We made changes – for the slide show at E2 Day.</li> </ul>

		<ul style="list-style-type: none"> <li>○ Need a short video for lunch. Maybe FDOT stormwater video or spill response. Moving forward with CPR/Safety training. See if Jimmy and Lee C can team up for the training.</li> <li>○ Need to finalize evaluations for this year's E2 Day.</li> </ul> <p><b>Web/Social Media</b></p> <ul style="list-style-type: none"> <li>○ E2 Day Eventbrite ready to go.</li> </ul>
<b>New Business</b>	<b>All</b>	<ul style="list-style-type: none"> <li>• Amy to contact CFEDN regarding the social. We would suggest hosting at AleHouse, Ferg's, Ace, WOB, or the Xmas Bar downtown.</li> </ul>
<b>Meeting Speakers</b>		<p><b>Aug</b> – Ruth Rauenzahn Environmental Program Supervisor, OCEPD- new AST Regulations  <b>Sept</b> – Mr. Joseph England III, Commercial and Multifamily Recycling  <b>Oct</b> – Jane Gregory, OC Fertilizer Ordinance  <b>Nov</b> – E2 Day  <b>Dec</b> - Social</p>
<b>Next Meeting</b>	<b>All</b>	<p>FDEP Conference Room</p> <ul style="list-style-type: none"> <li>➤ Board meeting</li> <li>➤ General meeting</li> </ul>

Notes: **This record may be found in Google Drive, Secretary 2017, Board Minutes and Agendas**