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| METRA | | | | BOARD MEETING AGENDA | | | |
| **June 12, 2019**  **1:30 – 3:00** | | | |
| |  |  | | --- | --- | | Members Present | | |  |  | | X | = Present | |  | = Absent | | | |  |  | | --- | --- | | Officers | | | x | Michael Alexander | | x | Clark Quackenbush | | x | Rebecca Bowden | |  | Danielle Mohan | | | | |  |  | | --- | --- | | Directors | | | x | Michael Alexander | | x | Rebecca Bowden | | x | Scott Evanson (1) | | x | Amy Guilfoyle (1) | |  | Omar Horta (1) | |  | Pamela McRoy (1) | |  | Danielle Mohan | | x | Clark Quackenbush | |  | Viviana Useche | |  |  | | |  |  | | --- | --- | | Committees / (Chair) | | |  | Elections (Jane Gregory) | | x | Logistics (Mike Colon) | |  | Outreach/Sponsorship (Scott Evanson and Viviana Useche) | |  | Scholarship (Danielle Mohan) | | x | Social Media/Web (Clark Quakenbush) | | x | Training (Kyle Lapic) | |  |  | | |  | | --- | | Guests Present | |  | |
| **Meeting Notes** | | | | | | | |
| **Call to Order** | **Michael** | | Welcome  Call to order at: 1:45pm  Adjourned: 2:46pm | | | | |
| **Meeting Minutes** | **Michael** | | **May Minutes:**  Approval \_\_ Yes \_ No  Motioned:  Seconded: | | | | |
| **Treasurer Report** | **Danielle** | | Approval \_\_ Yes \_ No  Motioned:  Seconded: | | | | |
| **Old Business** |  | | * Officers: Mike – Chair; Clark Q. – Vice Chair; Becca B. – Secretary; Danielle - Treasurer * Renewed with Wix * E2 Day is October 17th   + Brownfields is the last Thursday in October * Committee meetings being open to Board members * Training ideas: oil management and pharmacy regulations. * **Future meeting topics:**   + Coca-Cola recycling initiative – Any word on this? Jane to ask. * **Pharm Waste Training**   + Looking at possibly January for the pharm waste training     - To be potentially held in Lake Nona or at a University?       * Mike has contacts for these facilities   + Training committee in charge of putting the pharm waste training together     - Please let the rest of the board know if you need any help   + Possibly reaching out to DOH offices to speak on the pharm waste or even sending some of their inspectors to the training (this will probably have to be cleared through the Tallahassee office)   + Thinking about 50 spots available for people to attend   + Inviting assisted living facilities and smaller clinics to the training     - This will be done by the Outreach committee (Thank you Pamela for stepping up to help!)   + Make mention at E2 Day that a more in-depth training will be coming up     - Could possibly get a different group of attendees at E2 Day with mention of this     - **Summer Social**   + Start thinking about possible fundraising ideas, you can send them to me and I can have a list for our next meeting     - Maybe a Silent Auction? - Scraped   + Could we possibly combine with the Brevard happy hour? (Do we have a date on this?) * **Miscellaneous**    + SWA trainings?   + Will need to vote on new officers and directors.   + Keynote speaker(s) for E2 Day?   + Alyssa Madrid will oversee setting up City of Orlando room if we have future meetings at this location   + Guy @ UCF in Lake Nona would be very interested in holding pharm waste training at his facility   + August meeting to talk about the new pharm waste rule for sewering ban?   + Did we want to do a Silent Auction?   + Bigger “DONATE” button, advertise that donations are tax deductible, asking for more donations during sign-ups, scholarships, luncheons, etc.   + SWA will just need to know when and how many people for any trainings we would like them to put on   + Outreach/Sponsorship will be looking into new Levels for E2 Day   + New name tags?   + Do we think that we can consolidate the bank accounts down to just having the main account and the scholarship account?   + August Meeting we have the conference rooms at DEP reserved | | | | |
| **Committee Updates** | **All** | | * Elections – Jane Gregory * Logistics – Mike Colon * Outreach/Sponsorship – Viviana (public sector) and Scott (private sector) * Scholarship – Danielle Mohan * Social Media/Web – Clark Quackenbush * Sponsorship - combine with outreach * Training – Kyle Lapic | | | | |
| **New Business** | **All** | | * E2 day – do we have enough to write the check for $6,700 plus whatever extra costs are for E2 day * We are a nonprofit, so we shouldn’t have to pay taxes – but we missed the deadline for the extension * Few expenses for the summer social such as the appetizers – spend about $250 on apps * Offer a 15% discount for Sponsorship Levels to get some cash flow early through July 15th – “Early Summer Special” for all of the sponsorship levels * $62 a head at E2 day * Clark will be moving to Chair, and Becca will be moving to Vice Chair. Will wait to vote on Secretary until next time we are all together. Nominees for Secretary are Pamela and Viviana. * Kyle is now on a Director – CONGRATS! * Bump the registration fee up to $35 for E2 Day * We will be executing the Sea World contract – Clark will be signing and letting Danielle know to make the check out to Seaworld. * ASCE Ice Breaker – Omar and Clark (?) will be going. DEP has the supplies for this event * SWA – Environmental Justice training? * Brevard County event? Who wants to go to this? * Keynote potential speaker ideas:   + Animal Ambassador from SeaWorld   + Coca-Cola Recycling Initiative - Jane’s Husband   + Basin Area Management Plans (BMAPs)   + Stormwater Speaker (MS4)   + Jack Hanna?   + UCF guy   + Bear person   + Judith Ann from MCO   + Marine Counsel/Indian River Lagoon   + Toxicity from WW systems entering waterways   + Florida Springs Institute   + John White pharmaceutical company   + Aaron Watkins to open for E2 Day?   + Lori has a contact who could talk about Poisonous, bites, stings   + Possibly having a DOH contact to talk with John White about pharm rule * Scrap the Silent Auction * Ask on the Sponsorship form if they have anything to raffle * Need to start promoting E2 Day and asking for sponsors. | | | | |
| **Meeting Speakers** |  | | * July 10th – Summer Social at Ace Café starting at 5 (Board Meeting at 4pm) * August 14th - David with SWA (Kyle will be handling maybe “Hazard Awareness”) | | | | |
| **Next Meeting** | **All** | | TBD   * Board meeting – 1:30 pm * General meeting – 3 pm | | | | |

Notes: **This record may be found in Google Drive, Secretary 2019, Board Minutes and Agendas**