



# BOARD MEETING MINUTES

APRIL 11, 2018

2:00 – 3:00

FDEP CENTRAL DISTRICT CONFERENCE ROOM

Members Present	Officers	Directors	Committees / (Chair)	Committee members and Guests Present
<u>X</u> = Present ___ = Absent	<u>X</u> Jane Gregory <u>X</u> Amy Guilfoyle <u>X</u> Viviana Useche <u>X</u> Danielle Mohan	<u>X</u> Christine Daniel <u>X</u> Michael Alexander <u>X</u> Debra Boothe <u>X</u> Scott Evanson <u>X</u> Brett Robinson	___ Elections (Open) <u>X</u> Logistics (J. Gregory (acting)) ___ Outreach (K. Buckley) <u>X</u> Scholarship (D Mohan) <u>X</u> Social Media/Web (M Alexander) <u>X</u> Sponsorship (L Cunniff) ___ Training (J Stewart) <u>X</u> Membership (D Boothe)	Omar Horta Denise Cochran Kip Buckley

## MEETING NOTES

<b>Call to Order</b>	<b>Jane</b>	Welcome Call to order at 2:00 pm
<b>Meeting Minutes</b>	<b>Jane</b>	Feb. and March minutes tabled until next meeting. Jane will send out minutes for board review.
<b>Treasurer Report</b>	<b>Danielle</b>	Approval <u>X</u> Yes ___ No
<b>Old Business</b>	<b>Jane</b>	<ul style="list-style-type: none"> <li>• 2018 E2 Day Planning               <ul style="list-style-type: none"> <li>○ Sea World October 18<sup>th</sup></li> <li>○ Sponsorship plans – Sponsorship committee can ask members if they have any connections with businesses who might be interested in sponsoring.</li> <li>○ Keynote Speaker – Carlton Ward proposed. A survey to members can be send out asking for suggestions</li> <li>○ Training Topics – Training committee will be in charge</li> </ul> </li> </ul>
<b>Committee Updates</b>	<b>All</b>	<ul style="list-style-type: none"> <li>• Corporate – METRA by-laws distributed</li> <li>• Social Media/Web – Will increase social media presence through Facebook, Twitter and LinkedIn accounts.</li> <li>• Scholarship – Winner Announced: Kendal Westphal Scholarship money will be disbursed in June (or was it July?)</li> </ul>
<b>New Business</b>	<b>All</b>	<ul style="list-style-type: none"> <li>• Earth Day Event -Volunteers still needed. Social media committee will advertise for event</li> <li>• Metra manual</li> <li>• Mission statement – Currently “Promoting Environmental Excellence Through Training &amp; Partnerships”. Should there be a new mission /vision created?</li> <li>• Training plan – Briefly discussed that METRA should begin making a training plan for each year, and possibly it could focus on an annual theme or just provide different types as always</li> <li>• Summer social – Occurs in lieu of July meeting, will be held on July 11. Possible venues discussed: World of Beer, Wekiva Island</li> <li>• Committee Meeting Attendance – Record attendance to all committee meetings and send attendance to Viviana.</li> <li>• Board Meetings – Motion made and seconded to begin at 1:30 pm, passed unanimously</li> <li>• Bank Account is low, and we need to host some training – Ideas for fundraising               <ul style="list-style-type: none"> <li>○ Silent auction during summer social</li> <li>○ Host training at some cost                   <ul style="list-style-type: none"> <li>▪ First Aid/CPR class</li> <li>▪ Offer CEUs for trainings</li> <li>▪ FDEP PRP Workshop with METRA as facilitator – Amy and Debra will work on possible dates and facility options</li> </ul> </li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>▪ CHMM prep class</li> <li>▪ Dewatering workshop</li> <li>○ Team building activities <ul style="list-style-type: none"> <li>▪ Nature tour, plant ID workshop, watershed excursion</li> <li>▪ 5K run</li> </ul> </li> <li>○ Open scholarship to sponsorship</li> <li>○ Apply for non-profit grants</li> </ul>
<b>Meeting Speakers</b>		<p><b>April</b> – Drones  <b>May</b> – Waste Tires  <b>June</b> – Water Quality</p>
<b>Next Meeting</b>	<b>All</b>	<p>FDEP Conference Room,</p> <ul style="list-style-type: none"> <li>➤ Board meeting – 1:30 pm</li> <li>➤ General meeting – 3 pm</li> </ul>

Notes: **This record may be found in Google Drive, Secretary 2018, Board Minutes and Agendas**

Notes from the General Membership Meeting:

April 11, 2018

3:00 – 4:15

- Treasurers report
  - Update on funds on METRA account
- E2 day: October 18
  - Asked members to e-mail (metra@metra.org) suggestions for:
    - Keynote speaker
    - Training topics
- Committee updates
  - Corporate – METRA by-laws distributed to board members
  - Social Media/Web – Will increase social media presence through Facebook, Twitter and LinkedIn accounts.
  - Scholarship – Winner Announced: Kendal Westphal
    - Scholarship money will be disbursed in June (or was it July?)
- Earth Day
  - April 18th @ Windermere 2-4pm
    - Remove litter and invasive plants
    - Plant trees
    - Label storm drains
- Summer Social: Will be held in place of the July METRA meeting, on July 11. More information to follow.
- Fundraiser ideas – Please e-mail METRA if you have other suggestions
  - 5k run
  - Nature trail
  - Kayaking trip
  - Airboat tour
  - Tour of industrial facilities
  - Events to get access to regulators
- Upcoming meetings
  - **May** – Waste Tires
  - **June** – Water Quality
- Drone Presentation - Joseph G. Pitti