



BOARD MEETING MINUTES

MAY 9, 2018

1:30 – 3:00

FDEP CENTRAL DISTRICT CONFERENCE ROOM

Members Present	Officers	Directors	Committees / (Chair)	Guests Present
<u>X</u> = Present ___ = Absent	<input checked="" type="checkbox"/> Jane Gregory <input checked="" type="checkbox"/> Amy Guilfoyle <input checked="" type="checkbox"/> Viviana Useche <input checked="" type="checkbox"/> Danielle Mohan	___ Christine Daniel <input checked="" type="checkbox"/> Michael Alexander ___ Debra Boothe ___ Scott Evanson ___ Brett Robinson	___ Elections (Open) <input checked="" type="checkbox"/> Logistics (J. Gregory (acting)) ___ Outreach (K. Buckley) <input checked="" type="checkbox"/> Scholarship (D Mohan) <input checked="" type="checkbox"/> Social Media/Web (M Alexander) ___ Sponsorship (L Cunniff) ___ Training (J Stewart) ___ Membership (D Boothe)	Rebecca Bowden Rain Yates

MEETING NOTES

Call to Order	Jane	Welcome Call to order at 1:40
Meeting Minutes	Jane	Approval <u>_x_</u> Yes ___ No February meeting minutes will be sent out along with May minutes for approval
Treasurer Report	Danielle	Approval <u>_x_</u> Yes ___ No
Old Business	Debra	<ul style="list-style-type: none"> • 2018 E2 Day Planning - SeaWorld October 18 <ul style="list-style-type: none"> ○ Sponsorship Plan <ul style="list-style-type: none"> ▪ Formal document on what each level of sponsorship can get ▪ Rain Yates can make a brochure if METRA gives her info to create it ▪ Sponsorship - wait to post on the website once we have whole package completed ▪ Green sponsor, stadium cup sponsor ○ Keynote Speaker <ul style="list-style-type: none"> ▪ Ideas needed ▪ Look into professors in area ▪ Space coast (Space X, Nasa, Blue Origins) ▪ Speak for ~45 minutes • Earth Day Event Outcome <ul style="list-style-type: none"> ○ Upload video on the website • FDEP Petroleum Program Event <ul style="list-style-type: none"> ○ METRA meeting/event and FDEP is invited ○ Attendance will be around ~60-80 ○ Facilities possible: <ul style="list-style-type: none"> ▪ Econ senior center ▪ Orange County Utilities ▪ Leu gardens if there is no fee - M. Alexander ▪ Barnet park ▪ Preferred- closer to downtown ▪ Rosen school (by convention center) ○ Amy - will contact FDEP for dates in June ○ Snacks: only if charge <ul style="list-style-type: none"> ▪ If charge - \$5 for snacks, fundraise

		<ul style="list-style-type: none"> ▪ Is FDEP ok with charging? ○ Can we add other topics to the event and have FDEP be only a portion of the event so is not a sole FDEP ○ Would people want to have a table. Consultants? ○ Offer consultants to sponsor event • CPR/First Aid Class – Coordinate with Jimmy • CHMM Prep Class <ul style="list-style-type: none"> ○ UCF does not teach it anymore ○ Look for other CHMM certified that can teach ○ Prep class - cheap enough but good enough to pass ○ Charge: \$200 ○ Usually a 4-day class. Exam taken on Day 5 ○ ACHM do they provide materials to teach? <ul style="list-style-type: none"> ▪ Jane will call ACHM to find out more ○ Need to be a 3-day workshop to cover all materials • Bank Account – Covered by treasurer Report <ul style="list-style-type: none"> ○ Website domain has been paid for • METRA Manual – Distributed to board on April 9 meeting • Mission Statement <ul style="list-style-type: none"> ○ Scholarship committee noticed a need to improve the current mission statement when reviewing scholarship essays ○ Next meeting, bring ideas • Training Plan • Summer Social <ul style="list-style-type: none"> ○ Need to find a place for July meeting. Look for facilities (with good parking) • Surveys
Committee Updates	All	<ul style="list-style-type: none"> • Web/ Social Media: Need to look into domain payments.
New Business	All	
Meeting Speakers		<ul style="list-style-type: none"> • June - Kendal Westphal: Scholarship winner, Accepting award Kalina Warren, DEP, Water Quality • July – Summer Social • August – Contact NOAA Skywarn for possible presentation
Next Meeting	All	<p>FDEP Conference Room,</p> <ul style="list-style-type: none"> ➤ Board meeting – 1:30 pm ➤ General meeting – 3 pm

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

Notes from the General Membership Meeting:

May 9, 2018

3:00 – 4:00

- Minutes approved for April
- Treasurers report
 - Paid for E2 day at SeaWorld Oct 18
- E2 Day
 - Looking for Keynote speakers, please let us know if you have ideas or connections
 - Training Topics will be announced soon. There will be a portion on Hazardous Waste
 - Sponsorship will open soon for E2
- METRA scholarship will be awarded during June meeting
 - Recipient: Kendal Westphal
 - METRA scholarship will be open to sponsorships in the future
- Earth Day Volunteering event was a success
 - Look for video of the event on the website/social media
- Petroleum Program Event coming up soon
- CHMM training opportunity coming up
- Upcoming meetings:
 - June - Water Quality
 - July - Summer Social. More details to come
 -
- May Presentation: Waste Tires, FDEP
 - Presented by Brad Whidden & Michel Eckoff