

Meeting Minutes  
Board of Directors Meeting  
South Atlantic States Section  
Air & Waste Management Association

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Date: April 21, 2021  
Duration: Call to Order at 4:04 pm; Adjourned at 5:14 pm  
Location: Virtual Meeting

**Attendees**

Kevin Black	Ann Quillian
Stephanie Bolyard	Clara Poffenberger
Brandy Bossle	Sunhee Park
Steven Frysinger	Flint Webb
Chris Geraghty	Ricky Tropp
Bob Hall	Khalil Porter
Dean Kaiser	

1. Roll Call (Dean Kaiser)
2. Approval of Agenda (Dean Kaiser)
  - a. Approved.
3. Approval of Outstanding Meeting Minutes (March) (Dean Kaiser/Stephanie Phillips)
  - a. Approved.
4. Continuing, updated review of A&WMA Board Position on COVID-19 Relative to Future Conferences and Workshop (if any)
  - a. For the Information Exchange in December, Bob Hall negotiated with the RTP Marriott to have no penalties for cancelation or booking minimums. Subsequently, Stephanie Glyptis sent an email indicating that there would be no in person A&WMA meetings in 2021. Bob meet with Stephanie and Brian Bungler (A&WMA President) and they agreed to allow RTP to keep meeting because of the agreement, and it was agreed upon and they would take it to the board for approval. Also, currently as scheduled the dates conflicts with Climate Change conference on Dec. 8-9. Options to be evaluated.
5. Chapter Reports
  - a. Baltimore-Washington Chapter (Sunhee Park)
    - i. March 25 – Air Quality and the Air-Water Interface of the Chesapeake Bay
      - 3 speakers
      - 60 attendees
      - Slides were sent to Stephane
  - b. Research Triangle Park Chapter (Stephanie for Michael Pjetraj)
    - i. April 20- Students that will receive the scholarships for ACE registration presented their research. A career panel was also held for professionals to share their experience and the students to ask questions.
      - 2 Student presentations
      - 2 professionals on the career panel
  - c. NCSU Student Chapter (Fernando Garcia Menendez)
    - i. No update.
  - d. JMU Student Chapter (Stephen Frysinger)
    - i. No update.

## 6. Committee Reports

- a. Membership (Chris Geraghty)
  - i. Overall increase in membership by nine.
  - ii. All members of the Federal Highway Administration (5 members) renewed.
  - iii. Consider giving incentive to being a member for webinars, e.g., charge \$5 for non-members, free for members.
    - Baltimore Washington Chapter determined that the benefit of charging a fee was not worth it considering the effort and admin behind setting it up
    - Is it possible to use the system that HQ uses and pay HQ a fee for the service?
      - a. Ricky agreed to make some calls and report back in the next meeting.
- b. Social Media/Website/SASS Survey (Stephanie Phillips/Chris Geraghty)
  - i. As mentioned last meeting, consider connecting with each other on Linked-In to help promote events.
    - Like and share others content.
  - ii. Per Flint, HQ has created a policy on the LinkedIn group membership, as a result someone needs to verify that everyone in the group is a member.
- c. Education (Stephanie Bolyard)
  - i. Stephanie met with Flint to get familiarized with the Education Chair position.
  - ii. Stephanie will reach out to the K-12 committee and Elizabeth Spike to determine the resources that are available.
  - iii. Ideas:
    - College scholarships
    - Career panel
    - Job application prep workshop
      - a. Prepare a mock job and have students apply, possibly do a competition, and determine the best candidate for the position.
      - b. Dean suggested that a proposal be prepared and presented to the board.
- d. Finance & Internal Auditing (Clara Poffenberger)
  - i. Student scholarship support for ACE 2021 (Bob Hall, Flint Webb)
    - a. Students presented April 20, 2021 as mentioned above.
  - ii. China Student Chapter at Zhejiang University approved in March
    - 17 students request membership
      - a. Motion to cover up to \$200 for student membership and advisor membership
        - i. Motion approved
        - ii. Once the final cost is determined, SASS will send a check to HQ. The RTP Chapter has also agreed to cover half the cost.
  - iii. questions for annual report (Dean Kaiser, Bob Hall)
  - iv. Vote on proposed budget for 2021 approved.
  - v. Receipt of \$5,015 for 2019 and 2020 membership dues from HQ
    - SC dues will go to the SASS general fund since they are no longer active.
    - The rest of the funds will be dispersed to the Chapters as appropriate.
  - vi. Bank balance 3/1/21: \$33,690.70
    - 3/24/21 Deposit \$2,783.08 from South Carolina Chapter
    - 3/31/21 Interest payment \$0.29
    - 4/12/21 Deposit \$5,015.00 from HQ Dues Reimbursement
    - Balance 4/21/21: \$41,489.07
  - vii. Audit – Will swap books with Baltimore Washington and audit each other.

- e. A&WMA BOD Updates (if any)
  - i. As noted from Flint above.
- 7. Old Business
  - a. Update on Expansion of RTP Chapter including SC Chapter (Stephanie Phillips/Bob Hall/Khalil Porter)
    - i. Will follow-up with Michael Pjetraj on letter to the Sections and Chapters Council (S&CC) to communicate action plan and identify additional information required (if any) on the RTP BOD meeting April 22, 2021.
  - b. BWA Expansion
    - i. No updates.
- 8. New Business
  - a. None.
- 9. Adjourn