

Air & Waste Management Association South Atlantic States Section

Address for IRS and Bank Account:
2933 Fairhill Road Fairfax, Va. 22031

Minutes

Board of Directors Meeting
Wednesday, April 20, 2022
4:00 PM – 5:00 PM EST

Meeting Information

Via Zoom Video Conferencing

Officers & Board Members

Officers:

Chair: Khalil Porter
Vice Chair: Tiffany Dillow
Secretary: Stephanie Phillips
Treasurer: Clara Poffenberger
Past Chair: Dean Kaiser

Board of Directors:

Kevin Black
Stephanie Bolyard
Brandy Bossle
Chris Geraghty
Richard Tropp
Greg Mitchell

Chapter Chairs & Faculty Advisors:

Hannah Ashenafi: Chesapeake
Stephanie Bolyard: RTP
Steven Frysinger: JMU
Fernando Garcia Menendez: NCSU

Other:

A&WMA Board of Directors Representative: Flint Webb
Waste Information Exchange Committee Chair: Robert Hall

Meeting Began: 4:08 PM

Attendees

Bob Hall, Khalil Porter, Ricky Tropp, Stephanie Bolyard, Flint Webb, Clara Poffenberger, Kevin Black, Hannah Ashenafi

1. Welcome & Roll Call [Khalil Porter]
2. Agenda Approval [Khalil Porter]
 - a. Approved.
3. Approval of Outstanding Meeting Minutes (March) [Khalil Porter/Stephanie Phillips]
 - a. Approved.
4. Updates from A&WMA Board of Directors [Flint Webb]
 - a. One track for live stream option for ACE
5. Chapter Reports
 - a. Chesapeake Chapter [Hannah Ashenafi]
 - i. Hannah Ashenafi and Tiffany Dillow, Vice Chair attended leadership training.

- ii. Working on May meeting
 - b. Research Triangle Park Chapter [Stephane Bolyard]
 - i. ACE student award winners presented 4/19/22, 15 attendees
 - ii. GHG reduction goals for May meeting
 - c. NCSU Student Chapter [Fernando Garcia Menendez]
 - i. No updates.
 - d. JMU Student Chapter [Steven Frysinger]
 - i. No updates.
6. Committee Reports
- a. Membership [Chris Geraghty]
 - i. Khalil Porter - Membership increases for both Chesapeake and RTP.
 - b. Social Media/Website [Stephanie Phillips/Chris Geraghty]
 - i. No updates.
 - c. Education [Stephanie Bolyard]
 - i. Workshop with NC State student chapter in progress.
 - d. Ad Hoc Committee for Use of ODC Funds [Ricky Tropp]
 - i. Chair of AWMA YP council was consulted.
 - ii. Goal to have a recommendation on what activities to be funded for YPs to vote on in the May SASS BOD meeting prior to the Annual ACE conf. in June.
 - iii. Details to be worked out as a committee.
 - e. Finance & Internal Auditing [Clara Poffenberger]
 - i. Bank balance – April 1 \$38,340.84, spent \$3,240.08: includes SC funds sent to RTP, Directors and Officers Insurance, 2021 ACE student scholarships, and website. Current balance is \$35,250.76.
 - ii. 2022 Draft Budget Review and Approval [Clara Poffenberger/Khalil Porter] [[Attachment 1- Budget](#)]
 - 1. Motion made by Clara Poffenberger to approve the budget attached with the agenda; seconded by Ricky Tropp; unanimously approved by voice vote.
 - iii. Changes to authorized users and owners of the SASS bank account [Clara Poffenberger]
 - 1. Roy Neulicht (previous Treasurer) is still the owner of the account; he is retired and no longer on the board.
 - 2. Board request to remove Roy Neulicht as owner of the SASS bank account and add Clara Poffenberger and Tiffany Dillow as joint owners and add Khalil Porter as an authorized signer.
 - 3. Motion made by Ricky Tropp for the Board to approve the removal of Roy Neulicht as owner and add Clara Poffenberger and Tiffany Dillow as co-owners or joint owners and add Khalil Porter as signer. Hanna Ashenafi seconded the motion; approved by unanimous voice vote.
 - iv. Internal Audit Status [Clara Poffenberger/Kevin Black]
 - 1. Kevin Black completed audit of SASS.
 - 2. Need to determine how long to keep records and we also need a central place to store documents.
 - a. Ricky Tropp to check with HQ and conduct research
 - b. Periodic online sharing section (POSS) on the sections and chapters website may be an option

<https://www.awma.org/sccouncil>

7. Waste Information Exchange Updates [Robert Hall]
 - a. Meeting with A&MA HQ and ASME last month, need to determine how the sections are going to be involved. Spring 2023 tentative date, likely in the VA area. Financial arrangements agreed upon. SASS would need to be involved to receive a portion of the profits.
 - b. Ricky and Stephanie volunteered to assist
8. May meeting time change request
 - a. The next meeting changed from May 18 to May 19 at 4 pm, a calendar update will be sent.
9. Unfinished Business
10. New Business
11. Adjourned at 5:18 PM

Attachment 1: Budget

SASS 2022 Budget

Expenses

Dues reimbursed to Chapters	\$1,400
SASS Board Meeting expenses	\$300
Leadership Training Academy	\$1,500
Website	\$204
Insurance	\$175
Zoom conference calling	\$150
Waste Information Exchange - planning expenses	\$150
ACE SASS Breakfast	\$500
Student Support Scholarship	\$600
Total	\$4,979

Income

Interest	\$3
Dues	\$2,500
Waste Information Exchange	\$0
Total	\$2,503

<u>Net</u>	-\$2,476
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