

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

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Date: April 17, 2019  
Duration: Call to Order at 4:03 pm; Adjourned at 5:03 pm  
Location: Teleconference

Attendees:  
Ann Quillian  
Chris Geraghty  
Flint Webb  
Stephanie Phillips  
Bob Hall  
Ryan Christman  
Ashley Sapyta  
Mike Kosusko

**1. Approval of Agenda (Chris Geraghty)**

- a. Approved

**2. Approval of March 2019 Meeting Minutes (Chris Geraghty)**

- a. Several edits to March 2019 meeting minutes. Changes will be made and approved during May 2019 meeting.

**3. Chapter Reports**

- a. Baltimore-Washington Chapter (Flint Webb)
  - i. 15 people were at the Guinness brewery tour; 8 people were present for the dinner (5 board members and 3 non-board members)
  - ii. Wednesday, April 24 Webinar through Skype on "How to Get the Most out of Quebec ACE." The webinar will talk about the program, what there is to do and see, etc.
  - iii. Regulatory update in May or early June
  - iv. Early May meeting with University of Maryland College Park to discuss starting a Student Chapter
- b. Research Triangle Park Chapter (Mike Kosusko)
  - i. Meeting with Duke University at NCDEQ on April 30
  - ii. Mike, Vice Chair, and Treasurer had a call with EPA regarding providing support for the teacher fair on July 9 & 10. RTP chapter will provide continental breakfast, etc.
- c. South Carolina Chapter (Ashley Sapyta)
  - i. Board meeting on April 18 and will have updates afterwards
  - ii. Young professionals meetup coming soon
- d. NCSU Student Chapter (Chris Frey)
  - i. Chapter arranged for a tour hosted by EPA Sustainability Practices at the RTP campus and 3 other labs. This will occur on April 16.
- e. JMU Student Chapter (Stephen Frysinger)
  - i. Met with new officers

#### 4. Committee Reports

- a. Membership – (Chris Geraghty)
  - i. Overall membership increased by 12 members since the start of the year
  - ii. Reach out to local universities to see if there would be any interest from YP
  - iii. Reminder: YP membership fee lasts for 5 years and EPA employees/organizational memberships can join for \$98
- b. Social Media/Website (Diana Ortiz-Montalvo/Stephanie Phillips/Chris Geraghty)
  - i. SC Chapter and Baltimore-Washington Chapter pages created
- c. Education (Flint Webb)
  - i. Teacher training on Monday April, 22
    1. All the monitors will be handed out to the teachers
    2. 5-6 teachers from Fairfax county and some possible teachers from District of Columbia
- d. Finance & Internal Auditing (Clara Poffenberger)
  - i. No changes
  - ii. Current Balance: \$30,984
  - iii. Financial records will be created and shared next month
- e. A&WMA BOD Updates (Corey Mocka)
  - i. Balance: \$12,000
  - ii. Current membership: 3,350
  - iii. Will get back to us on how this compares to the past 5 years
  - iv. Wildlife conference: Earned \$60,000+ compared to \$20,000 budget
  - v. ACE: 93 registrations, 35 exhibitors will be present
  - vi. May 24 is the registration cut off

#### 5. Old Business

- a. 2018 Annual Report (Corey Mocka)
  - i. No updates
- b. Updated Draft Membership Survey (see link: [Revised Draft Survey](#)) (Chris Geraghty)
  - i. Revisions made to incorporate recommendations from Flint, Ashley, and Chris
  - ii. Cut questions from 25 to 18

#### 6. New Business

- a. 2019 Leadership Academy Debrief (Bob Hall)
  - i. Highly recommends any of the board members to go
  - ii. Most of the attendees were young women
  - iii. Section Chapter Chair mentioned they are trying to plan a Section Chapter Fall Meeting either in September or October, probably in Austin, TX
  - iv. Annual Report due March 31
  - v. 31 sections, 60 chapters (not including student chapters)
  - vi. Liability insurance: \$175 payment for SASS liability insurance? Question for Corey because it must be specified in Annual Report
  - vii. Strategic Plan on website
  - viii. Working on a mentoring program for YPs
  - ix. Reach out to lapsed members and try to get new member involved
  - x. Discussed the importance of having 2 people as signatories on the bank account
  - xi. Set up email addresses aimed at the position rather than the person, so when the person leaves the email address doesn't follow
  - xii. Send messages about meetings more than once (follow up 2-3 days before)
  - xiii. Section and Chapter logos need to be sent out with each message