



DVC AWMA Board Meeting Notes

Conf Call

2/13/19 8:30AM

Call In # 605-468-8018

Access Code 810387#

Attendees: Jenn Flannery, Wendy Merz, Josh Marteny, Kate Graf

Motion to approve the meeting minutes: Wendy

Motion seconded: Jenn

Motion Approved.

Previous Action Items:

1. Jen and Josh to go to bank together to get Josh signatory authorization - Still to be completed
2. Josh to post notes from December meeting on website and can start posting information on May conference - will be finalizing location and date in next couple of weeks. Date still to be finalized.
3. Program committee to finalize the call for abstracts/Save the Date. Need date/time/location to add to call when confirmed.
4. Leadership training for AWMA board - April 12-14th. Not required, but training is very good for understanding how organization works and how other chapters are doing things. Networking is valuable too. Jen to send around information. Matt is the only board member that expressed interest. Cost is \$816 for Matt to attend. Jenn - motion to approve these expenses. Seconded by Wendy. Motion approved by the board.
5. Jen/intern to look into new conference call line.

Treasurer's Report (Josh):

- Wells Fargo Checking account balance: [REDACTED]
- Vanguard investment account balance: [REDACTED] - Josh cannot access this account yet.
- Constant contact charges are the only charges that have been hitting the account
- PayPal account - MASS received the payments for December event - this \$\$ will be sent to Jen for deposit in Wells Fargo account.

Program Committee Report (Jenn):

- Best option is Normandy Farms - best cost and flexible.
- Cost for a full day is approximately \$9K (includes AV, breakfast and lunch, breaks, etc.)
- Hotel Hershey was approximately \$18K
- Jenn is recommending Normandy Farms



- Jenn made motion to approve having the conference at Normandy and approving up to \$10K for costs. Kate seconded motion. Motion was approved.
- Golf at Blue Bell Country Club - \$105/person; assume 20 people =>\$2100 additional cost
- Target date is May 2nd for event (Thursday) and May 3rd (Friday) for golf

Website (Josh):

- No update

Social Media (Matt):

- No update

Communications:

- No update

New Action Items:

- Jenn and Josh to go to bank together to get Josh signatory authorization - Still to be completed
- Josh to post notes previous meetings on website
- Program committee to finalize the call for abstracts/Save the Date with date/time/location when Jenn is able to confirm with Normandy Farms.
- Jenn to let Matt know funding is approved for Leadership training.
- Jen/intern to look into new conference call line.
- Jen to confirm the date for the event at Normandy Farms (May 2nd and 3rd)
- Next meeting March 6th at 8:30 AM at Geosyntec Offices 930 Harvest Drive, Suite 220, Blue Bell, PA

Meeting Adjourned: 9:10AM