Introductions, Agenda, Minutes of Prior Meeting

The meeting began at approximately 8:40 a.m. A quorum was present – 10 units represented. Thanks to Kim Marcus and Jen Moore for the Voodoo Donuts!

Introductions were made and the attendees are listed above. The agenda was reviewed and approved.

Future S&C Council meeting:
Winter Meeting in Quebec City, Quebec January 26, 2019
Annual Conference & Exhibition in Quebec City, Quebec June 2019

Review of minutes from the January and June S&C Council meetings. A date correction was required for the June minutes. Mr. Webb moved to approve the January and Mr. Klodowski seconded his motion. Mr. Klodowski moved to approve the modified June minutes and Mrs. Moore seconded his motion. Both motions passed unanimously.
Chair’s Report (Greg Johnson)

Mr. Johnson announced that this was his last meeting as Council Chair and he was happy to acquire his coveted new title of Past Chair. Mr. Johnson expressed confidence in the incoming officers. He announced that he has enjoyed his time as Council Chair and would be happy to continue to participate in SCC activities as needed for the good of the Association. Mr. Walker will be the next SCC Chair starting in 2019 and Mrs. Tullier will be the vice-Chair.

Executive Director’s Report (Stephanie Glyptis)

Executive Director Glyptis provided a report on the Association, covering the issues facing the Association and how the Association is working to improve its viability.

Finances

Executive Director Glyptis provided a review of the audited financial status. At this time there is a current loss of about $129K with a projected loss for the year at $88K. The original budget showed a modest $2K. The primary issues were lower than projected attendance at ACE and MEGA and the webinars were slightly down. ACE made significant revenue but it was below budget. MEGA had issues lower income from sponsorships and exhibitors. The intent is to finish the year as strong as possible by supporting the remaining A&WMA activities through the end of the year. Stephanie is looking for Board and SCC leadership for continued help on EM revenue, NSR Manual sales, membership growth and marketing of A&WMA events during the remainder of 2018 and also into 2019. The prior 3 years have been 6 figure contributions so the cash position of A&WMA remains strong. We did have some positive financial events in 2018: EM ad revenue, NSR Manual and Workshops, and the IT3 conference.

Quebec City Annual Conference & Exhibition

There was quite a bit of discussion on the Quebec City ACE. Mr. Webb commented that the Quebec City ACE will be the third one in a row along the east coast and that our west coast members have to do the bulk of the traveling year over year. During the ACE, the council meetings are planned for the Monday, June 24th, on the Canadian St. Jean Baptiste holiday. There is hope that the Quebec City ACE will be financially successful due to the positive vacation destination of the city as well as the strong and enthusiastic support of the local host committee. President-elect Gehring stated that the US Department of Defense has pledged to support the Quebec City ACE. Executive Director Glyptis stated that she is working on issues related to the borders and shipping that have the potential to impact exhibitors. She has some experience with these issues from working with the PNWIS they are a section with a geographic area that covers both the US and Canada. The Call for Abstracts is out and there was some discussion on the proper timing for approval of papers. There was some discussion that the ACEs should be selected further ahead of schedule to allow more time for planning.

Looking Toward 2019

Executive Director Glyptis stated that they will continue to scrutinize expenses and count on greater variety of revenue sources instead of just the two major conferences as in 2018. President-elect Gehring stated that they were looking at ways to address revenues shortcomings. Mr. Marcus and Mr. Freeburn discussed the Wildfires Conference scheduled in 2019. This is a very significant issue in the northwest. There are attempts to limit public exposure to the health impacts from wildfires – these issues impact a much greater number of people than typical air quality environmental issues. Mr. Chandon stated that there were 90 days of violating the ozone standard in the South Coast Air Quality Management District, primarily due to wildfires. He also noted that some of the proposed solutions may be prescribed fires. They are accelerating webinar and program development on this subject.
Annual Report Committee (Greg Johnson)
Mr. Johnson stated that all sections, chapters and student chapters are expected to submit an annual report. The current annual report process was developed and is hosted by the West Coast Section. We are trying to migrate this process to the A&WMA web site. Tray Fedkoe and Mohan Balagopalan are working toward that goal. The current system is not compatible with the existing A&WMA web site so we need a new system. Google Forms and Survey Monkey are two platforms that are being investigated. There was concern if Survey monkey was capable of automated scoring for the Chapter Cup and Minasian Awards. Or could the data be downloaded into excel and manipulated. There is the desire to have some sort of data download functionality. There were concerns with point scoring as well as security and ease of use. Stephanie is collecting feedback to bring to Tracy Fedkoe and will follow up with Greg, Jim, Jen, and Laura. Bhaskar said he can continue to run the existing system if we don’t get a new system implemented. If successful with a new system, we will need a new POSS to explain it early in the year.

Leadership Training Academy (Tony van der Vooren)
Mr. van der Vooren reported out on the Leadership Training Academy (LTA) event in Pittsburgh was successful this year. There is always some tweaking based on attendee feedback and they tried to be more interactive and have more discussions among the attendees. The 2019 LTA is scheduled for April 12-14 in Pittsburgh. There will be no baseball and they are investigating a new activity. There will be no conference call attendance but are moving back to a hotel as the host. As in the past, they will look to get attendance from the Sections and Chapters that have not been to the LTA in a long time. Tony is looking for his successor as the primary LTA organizer and would like to step down from this role in about 2-3 years.

Periodic On-Line Sharing Sessions (Tony van der Vooren)
There was some discussion about a membership Periodic On-Line Sharing Sessions (POSS) in late Fall between Mr. Hult and Mr. van der Vooren. They will plan this with Stephanie off-line form the SCC meeting on this POSS. There will be an Annual Report POSS in January or February if there is new Annual Report system. A Treasurer 101 may be scheduled for the end of April or early May.

Governance\Finance\Legal (Greg Johnson)
Bill Palermo is recovering from knee surgery. Other than that, there was no report.

Communications (Jennifer Tullier)
The Conduit went out in August and the next one is planned for the 4th quarter. Flint wanted to make sure that it went out in time to meet the needs of the Scouting Committee – which was November and Jennifer thought she could accommodate that. Tracy Fedkoe has updated the SCC distribution list for the Conduit based on the most recent annual reports.

Web Site Software Support (Bhaskar Chandon)
Mr. Bhaskar Chandon coordinated a video presentation from StarChapter Management Software (StarChapter). Bhaskar’s chapter is investigating using this software. This software combines the functionality of different tools such as Constant Contact and PayPal. There was some discussion on managing membership lists through StarChapter. Stephanie stated that some StarChapter modules could be helpful. StarChapter charges a one-time set-up fee and a monthly fee. The midrange pricing is $900 for set-up with a $100 monthly fee. Jen Moore noted that there are similar types of software that competes with StarChapter and those should be reviewed. Greg and Stephanie stated that they were open to continue to explore the use of this type of software.
Membership Committee (Mike Hult)
Mr. Hult reviewed the membership spreadsheets from data that was pulled on September 25th with the group and it was noted that most had lost members with an exception being PNWIS. There were few sections that qualified and there was some discussion on changing the criteria so that more sections could be rewarded but it was decided not to do that. There was some discussion on further development of elevator speeches:
- Who is A&WMA?
- Reasons for being part of A&WMA?
- Why should my boss pay for this?

Mike discussed the Member-Get-a-Member campaign and the ECi bringing in more young people. Mike volunteered to take over Michele Gehring’s prior task of reviewing the officers at local units to ensure that they are Association members. It was requested that everyone check their own local section or chapter to ensure that all officers are members.

Vitality (Michele Gehring)
President-elect Gehring wants to reach out to sections and chapters that need help. She has developed a bullet point checklist that should help and Kim volunteered to help. Flint Webb mentioned that the South Carolina Chapter needs help. Ashley Sapoyta is willing to help revive the Chapter but she needs assistance.

A photo was taken of the group and the meeting was adjourned at 3:50 pm.

September 30, 2018

Meeting started at 8:20 am

This meeting was an open format with all welcome to bring up issues of concern or help to the SCC.

Programming
Flint Webb noted challenges of having meetings and getting attendance
Suggestions included:
- elevator speeches for meeting,
- beware of competing events,
- logistics of travel
- member survey
- marketing tips - attend for free if you bring a YP
- once at meetings, informally survey the group on the types of meetings that they would like to attend.
- need engaged members - get them through active communication - not just emails.

There were discussions on differences between breakfast, lunch and dinner meetings - different members attend these different events.
Happy hour events, encourage younger folks to attend
Programming ideas and criteria of successful meetings:
- younger people, regulatory drivers, partnering with other groups
- Suggested some regularity, regular cadence for section or chapter events – can put out a calendar
- legal update, what's coming what has happened - two lawyers take one side
- post meetings on personal linked-in, instead of group
- Puget Sounds Chapter, Washington did a camp out that was successful
- Tour of coal mine followed by social activity
• Variety helps maintain engaged members
• Move meetings to different locations
• State of the State - DEQ what the focus is for the coming year - regulations & enforcement, NGO comes in, happy hour prior to event
• Successful event has been marijuana growing - lots of opportunity, power issues, medical vs recreational, potential webinar for A&WMA?
• Batteries - stored water, pumped storage
• Tours usually late afternoon evening.
• Kim Marcus noted that most of the event profit is based on sponsorships.

ACE
• Question on attendance for different tracks for ACE. Post conference surveys done - but not asked what they do during the ACE. Do we need so many tracks? Definitely need the regulatory speakers - drives attendance, exhibitors and sponsors
• Glass manufacturing as an ACE topic? Concerns with cobalt, lead, chromium
• Food truck proliferation - AQ impacts? Generators? Mobile source? Regulated by state. Portland is looking to eliminate cars and force mass transportation or other ways to be mobile.

SCC meetings
• Elevator speech for that?
• Would be nice to get more participation from other Sections and Chapters.
• Better communication on the fun elements.
• More intentional, more description of discussion parts.
• Put in the Conduit.
• Perhaps have a conference call for part of the time. Believe a conference call needs a specific topic. Set agenda via conference call - what are you issues and successes.

How best to communicate this SCC meeting in Portland back to other Sections and Chapters? Should a first time attendee be enlisted to provide their thoughts?
Ideas include articles by Past Chair, using the Conduit, using the web site, email distribution; direct communication to YP, the title should be “What you missed in Portland!”
Jim Walker volunteered to draft article and send to the group for comments. Deadline is October 8th. Jennifer Tullier to cobble together the rest and put in the Conduit. This would include photos from Kim Marcus, Greg Johnson and others.

There was some discussion on trying to get inactive chapters more active – examples such as Golden West and Mother Lode. We need to get members to try to attend LTA or other SCC events. Don't be afraid to start small and build up.

Miscellaneous
There was some discussion on contracting services and perhaps the use of A&WMA staff. Currently, there is no available A&WMA staff - demand does not seem high enough to support hiring an additional FTE for HQ.

Jay Willenberg moved to thank Kim Marcus for doing an excellent job of hosting the Fall SCC meeting. All agreed.

Tony van der Vooren made a motion to adjourn. Jennifer Tullier seconded the motion. All agreed. Meeting adjourned at 11 am.

Submitted by James M. Walker
SCC Vice-Chair