

Board of Directors Meeting April 13, 2010 Meeting Minutes

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Present: Virginia Bailey, President	Absent: Mitchell Burack and Jill Vovaris Staff: Terri Breon Others: Eric Buncher
Duane Peters, Vice President	
Camille Otto, Treasurer	
Crystal Quintin, Secretary	
Angela Schreffler	
Mike Kenawell	
Jennie Granger	

At 4:05 p.m. the meeting was called to order.

Was a Quorum present? Yes, a quorum was present.

Meeting Minutes – Crystal Quintin

The minutes from the March 9, 2010 board meeting were approved with changes. Virginia made the motion to accept, and Mike seconded the motion. A final copy is to be sent to Terri for posting on the website.

Treasury Report – Camille Otto

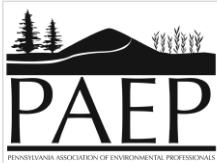
- Current Accounts Total - \$23,065.25 ; Checking \$16,178.01; Money Market \$6,887.24
- Taxes – Terri is to verify Susan Lee's agreement to complete PAEP's fiscal year 2009-2010 taxes and she will distribute to Virginia and Camille as soon as she has it. Camille also requested an updated Quickbooks file from Terri.

Membership

- Renewals for 2010 – Have 255 current registered members, which is on par with 2009's membership numbers. PAEP is expected to pick up more memberships with the submittal of conference registrations.
- The PAEP membership directory is now available online. Virginia will draft and send out a blast email announcing its availability to PAEP's members. Once the announcement is issued, the existing password will be changed and distributed to PAEP members only.
- On a separate but related note, there has been a significant increase in interest of PAEP through email/mailing requests.

Karl Mason Awards – Eric Buncher

- Five board members voted for the Karl Mason awards. The winners are as follows:



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- Individual category – Gary David Bloss
- Organization/project category - Alliance for Aquatic Resource Monitoring (ALLARM)
- Virginia motioned to approve the two nominees identified above as this year's Karl Mason Award winners and Camille seconded the motion. The Board unanimously approved both winners. Camille suggested that Eric Buncher should apprise the winners of the time allotment for their acceptance speeches in advance, as the lunch is only approximately 1.5 hours and must also allow adequate time for the manager of Bear Creek to give his presentation.

NAEP – Bill Plumpton

- The latest draft of the Chapter Affiliation Agreement was received and is currently posted on the PAEP forum for member comment. A number of PAEP members have already provided their feedback and the Board will encourage additional responses.
- Jennie never heard from Bill Plumpton regarding the NAEP's next Quarterly Board meeting to be hosted in Pittsburgh; although there is still time to finalize the details if NAEP requires logistical and conference room assistance.

Section Reports

- West – Keri Rebuck

There is nothing new to report. Events are ongoing as planned.

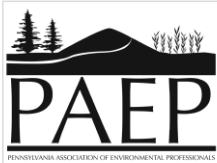
- Central – Kevin Starner

Thursday, April 15th a speaker from the Audubon is scheduled to present to PAEP's Central Section; On Saturday, April 24th, the Central Section is also participating in a state park clean-up at Colonel Denning State Park in honor of Earth Day.

- East – Mitchell Burack

The last event was on March 25th with the U.S. Environmental Protection Agency's (EPA) Bay TMDL Manager Bob Koronczi at the URS office in Ft Washington. It was a very good program according to attendees. Ten people were able to attend the event. At least 5 regular attendees said they would have come if they could have, which supports the notion that we have a core of 10-15 to rely on for any given program in the Eastern Section.

Regarding the April 29 program, the Marcellus Shale Coalition was not able to provide a speaker, so the Eastern Section will host the previously postponed environmental trivia tournament. Mitchell will try to reschedule with the Coalition again in June or July. On May 27th the Section will discuss Delaware River waterfront development issues, featuring PennFuture speakers, at Urban Engineers offices in Center City Philadelphia. Mitchell is working on scheduling with the Schuylkill River Development Corporation for a June or July program, possibly in conjunction with a trail hike or boat tour.



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- P2/E2 Roundtable - Mike Parrent

There is nothing new to report.

2010 Conference – Camille Otto

- Conference registrations are due by April 26th. Sponsorship deadline has passed and participation is lower than originally anticipated; however, the Committee is still accepting exhibitors for the event. One more conference committee meeting is scheduled on April 28th. A final email blast reminder on exhibitor/registration will be distributed to the membership soon. (Virginia is drafting and she will send it to Terri for distribution) As of today, the conference has only 20 registrants, but the deadline for registration is still two weeks away. Camille updated the Board that the Chico bags will be arriving at her office at the end of next week.

Conference Board Meeting

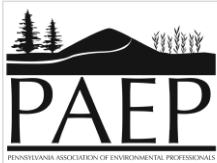
- There is a strong need to present the Board's accomplishments over the last year to the general membership including all of the reform measures and plans for the future. Specific items to be discussed will include (this is not an exclusive list):
 - The NAEP Chapter Agreement
 - Section Leader Standard Operating Procedures (SOPs) in general terms. Crystal will provide talking points for the attendees
 - Ex-Officio position concept
 - Forum presentation – basic primer “how to”
 - Golf fundraiser – rationale and long-term intentions (scholarship)
 - Student Chapters
 - Revised benefits flyer (Mike will provide copies of the hand-out)
 - Wayne Kober’s departure from PAEP and the need for a new leader for the Conservation Heritage Internship program

Annual Awards – Angela Schreffler/Terri Breon

- Angela collected all of the nominations for the new PAEP annual awards. Nomination information was submitted to all board members to vote. Votes were to be submitted to Terri Breon by Friday April 9th. Terri received votes from several of the board members by Friday or Saturday morning. An additional vote was received four days past the deadline. If the additional vote was accepted, two of the awards resulted in a tie. It was decided via an email vote, after the conclusion of the call, that the late submittal would not be considered. Jennie made a motion to approve this decision and Crystal seconded. The motion was unanimously approved with Angela, Duane, and Virginia abstaining.

Photo Contest – Virginia Bailey

- Virginia is collecting the choices from the Board until Wednesday, April 14th. The final vote will be taken at the conference, where all of the finalists will be displayed.
- The winners will receive a PAEP attaché bag, and the best overall photo will receive a bottle of wine donated from a local vineyard.



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Student Chapters – Duane Peters/Angela Schreffler

- A meeting with Susquehanna University in order to discuss the possibilities of starting a Susquehanna PAEP Student Chapter is scheduled for Thursday April 15th. At that time, the group will determine the best date to conduct a PAEP “job skills” resume session for the students.
- Shippensburg University – Jennie is going to begin conversations about a PAEP student chapter with Shippensburg University in the fall, when the full student body is back in session.
- Duane and Virginia have a meeting with the Harrisburg Area Community College representative on Thursday, April 14th to initiate a PAEP HACC Student Chapter.

Golf Fundraiser

- PAEP is teaming up with the Women’s Transportation Seminar (WTS) to co-host a new golf fundraising event. An informal golf committee will host ongoing meetings with WTS members. The date of the event has been confirmed for August 19, 2010 at Armitage in Mechanicsburg. Jennie is looking to create a “save-the-date” postcard to hand out at the conference. Keith will be assembling the final PAEP materials for distribution at the conference.

Comments on Section SOPs

- The majority of the Board and section leaders have commented and Crystal will provide a revised copy of the Section Leader SOPs accepting all non-controversial changes. This will serve as a master copy for the Board.
- The Board is scheduling a separate conference call to review the SOPs in depth and finalize them for distribution to PAEP’s membership for its feedback – Tentatively scheduled on April 26th at 9 a.m. (Virginia is to email the date to the Board to confirm that this date and time is appropriate)

Miscellaneous Business

- The Board will host another working meeting after the Conference and will aim for a date in June.
- Founders Story – Virginia requested some information on PAEP’s creation from Wayne Kober, one of PAEP’s founding members. There is currently no history or background story provided to the membership, either online or through existing marketing materials. Wayne Kober, with the help of other founding members, drafted a “founder’s story” and sent it to Virginia. The final story will be posted on the website and will be provided for use in PAEP Conference registration packets.

Adjournment

- Adjourned at 5:05 p.m.