**Board of Directors Meeting – Conference Call**
**May 9, 2014 Meeting Minutes**



| ***Present:*** |
|---|
| Eric Buncher |
| Linda Zug |
| Eric Rosina |
| Jason McCabe |
| Darlene Stringos-Walker |
| Kristen Maines |
| |
| |

***Absent:*** Mike Parrent, Jan Warnick
***Staff:*** Terri Breon
***Others:*** Natalie Shearer, Jason Floyd, Christine Phillips, Kerri Cimarolli, Joe Musil

Eric Buncher called the Board of Directors meeting to order at 11:24 AM.

## Roll Call – Eric Buncher

- Eric took roll call for the record.

## Meeting Minutes – Eric Buncher

- April meeting minutes were approved.

## Section Updates:

- Western – Natalie Shearer:
    - Natalie announced she is stepping down as Chair of the Western Section. Her other commitments are requiring too much time and she can't devote adequate time to the chairmanship duties. She will be continuing as a member of the committee. Kerri Cimarolli will take the chair position.
- Central – Kristen Maines:
    - Will be having a couple of Networking Happy Hours, but didn't have the dates
    - On June 11th will host a tour of Three-Mile Island.
    - August: couple of events planned
    - Will be looking at other cosponsored events
- Eastern – Eric Rosina:
    - September event planned with the Army Corp at DVRPC.
    - Section is keeping tabs on the progress of a bill to transfer the PGW (Philadelphia Gas Works) to private control
    - Will be having a co-meeting with the Conference of Minority Transportation Officials and their families, etc. The event will emphasize environmental and other professions in the transportation field that don't require engineering training.
    - Question: does anyone have any thoughts on how to incorporate a career presentation to

middle/high schoolers and collegiates?

- Pollution Prevention Energy Efficiency Roundtable – Eric Buncher:
    - Still working on roundtables for the Pittsburgh area and Northcentral section

## 2014 Annual Conference – Christine Phillips

- Had a very good conference
- Feedback from participants: suggest trying to identify possible issues of general interest that speakers can develop presentations for; consider smaller sessions that are really focused; limit tracks to two at a time; send a pre-conference survey to registrants to see what topics seem of interest; concern over the lack of attendees to some of the sessions, Terri to discuss with Keith McNally on possible ways to plan room size logistics; government agency speakers sessions are heavily attended.
- Begin now to think about keynote speakers: what kind of speaker do we want, what emphasis? May need to consider paying for a good speaker that will be uplifting.
- 2015 will be 30th anniversary conference of the association. Is there a focus (theme) we want to promote?
- Jason reported on the conference fundraising efforts. The most effective method was networking. Phone calls should still be done but the results from them were weak as compared to networking efforts. Eighty firms were contacted; they liked the varied and numerous levels of giving offered. Speakers attended free but their firms were sponsors.
- We should consider having companies sponsor students attending the conference.
- We should consider having speakers at least pay for meals they attend.
    - Concern was raised about government agency speakers may be deterred from participating as most have to pay for conference costs personally.

## Student and Scholarship – Eric Buncher

- The committee made $250 from the Conference

## Conservation Heritage Project

- No update due to Wayne's absence

## Membership – Linda Zug

- There are 318 members as of April 30. There were two walk-in conference registrants and about 10 new members from the conference registrations.
- Use your buy one-get one promo

## Treasurer's Report – Darlene Stringos-Walker

- Current accounts as of March 31, 2014:

| | |
|---|---|
| Checking - | $20,002.80 |
| Money Market - | $12,778.92 |
| Scholarship - | $5,646.12 |
| Total - | $26,149.28 |

- Checking balance is so large because of proceeds from the conference. Encumbered expenses from it have not been received and will likely trickle in over the next month. Keith would have a general idea of the costs for the conference.
- Question on what the retained earnings stands for.

*[RESPONSE: The definition of "Retained Earnings" is: Profits generated by a company that are not distributed to stockholders as dividends but are either reinvested in the business or kept as a reserve for specific objectives (such as to pay off a debt or purchase a capital asset).*

*A balance sheet figure shown under the heading retained earnings is the sum of all profits retained since the company's inception. Retained earnings are reduced by losses, and are also called accumulated earnings, accumulated profit, accumulated income, accumulated surplus, earned surplus, undistributed earnings, or undivided profits. Formula:*

$$\text{Retained Earnings (RE)} = \text{Beginning RE} + \text{Net Income} - \text{Dividends}$$

*For PAEP in 2012, the retained earnings amount was negative $6,859.29, but income was a positive $11,228.94. To start 2013 the retained earnings figure was $4,369.65. Net income, though, was a negative $9,527.56. We started this year with retained earnings of negative $5,157.91. If we have a negative net income again this year, the retained earnings will be a larger negative number. On the other hand, a positive net income will reduce the current deficit figure.]*

| FROM Balance Sheets | 2012 | 2013 | 2014 |
|---|---|---|---|
| Retained earnings | -$6,859.29 | $4,369.65 | -$5,157.91 |
| Net income | $11,228.94 | -$9,527.56 | Not known |
| Carry-over balance | $4,369.65 | -$5,157.91 | |

## Newsletter – Linda Zug

- There have been no responses to the new format for the newsletter. There is no way to determine which links are being selected. External links cannot be tracked; those that connect to the PAEP website could be tracked via a counter, though one is not currently installed.

## Government and Legislative – Darlene Stringos-Walker/Eric Rosina

- Eric is working with Representative Pyle on rewriting Bill 1576: Threatened and Endangered Species Act
  - What should be PAEP's role? Should we act as a medium for collecting information? Are

we getting in over our head by interacting the way we are.

- Bill 129 is being watched. Part of the legislation proposes to eliminate both Fish and Boat and the Game Commission. They would be rolled up into DCNR. Eric doesn't believe this will have much traction during an election year.
- Will be watching the proposed changes to National Clean Water Act

## Membership Criteria – Eric Buncher

- The issues of student membership and a class of retired membership were taken up.
  - Should events be free to non-members? Each region can decide whether they wish to charge something for attendance.
  - **MOTION**: Kristen moved to add a "general member - retired" membership and that category and the student category have a membership fee of $25. General Member - Retired membership will have full membership rights. (Student membership rights are limited by the bylaws.) Jason McCabe seconded. Motion passed by a vote of 5 for and 1 against. (Eric Buncher opposed) The change will take place for 2015.

## Continuing Education – Eric Buncher

- There were no issues with the certificates.

## New Business – All

- Is there anything we should be doing that we're not?
  - Discussion about dressing up the PAEP logo. Maybe just for the 30th anniversary conference?
  - Cost to redo the website is about $5000.
  - We should consider on-line payments; possibly via PayPal.
  - Get a Foursquare system for Terri (credit card swipe)
  - Cost difference between a hard directory and a jump drive is a wash
  - Investigate MemberClicks software as an on-line live directory solution

## Adjournment

- The meeting officially adjourned at 1:00 PM.

## The next board meeting will be held on June 3 at noon.