Board of Directors Meeting – Conference Call
April 7, 2015 Meeting Minutes

Present:
Linda Zug
Eric Rosina
Darlene Stringos-Walker
Joe Musil
Eric Buncher
Mike Parrent

Absent: Kristen Maines, Jan Warnick, Jason McCabe
Staff: Terri Breon
Others: Wayne Kober, Christine Aiosa

Linda Zug called the Board of Directors meeting to order at noon.

Roll Call / Introductions – Linda Zug

- Individuals present introduced themselves.

Meeting Minutes – Linda Zug

- March 3, 2015, meeting minutes were not available.

Section Updates:

- Western – Lind Zug:
    - Linda has got Eric Gustafson from PADEP Oil and Gas to commit to give a Lunch and Learn session. Still trying to pin down a time. Mark McGuire is working on a location. Full Pint Tap Room, Wild Purveyors, and the Roundabout Brewery have been identified as possible locations.
- Central – Wayne Kober
    - On April 23rd, there will be a tour of the York Haven hydroelectric plant.
    - September 9th at 3:30 to 5:00, there will be an event at Janus Plumbing with the Pendant Bridge Program manager, Garry Klist. Central is partnering with WTS and the Society of Women Environmental Professionals (SWEP). There will be opportunity to donate to the scholarship fund.
    - Jason Minik is working to coordinate a tour of a water treatment plant for the future.
- Eastern – Eric Rosina:
    - They are working with COMTO to schedule joint educational outreach events in Philadelphia. Joe Musil is preparing a presentation with the Delaware River Keeper.
    - They may have a tour of the Firma Waterworks, the oldest in the nation.
- Pollution Prevention Energy Efficiency Roundtable – Eric Buncher

- Will be touring the Just Born Bethlehem factory in the near future.
- In August the region is hoping to have an event with EPA or TRI.
- In November they plan to visit PSU Harrisburg's biofuels research center.

Student Scholarship Committee – Christine Aiosa

- The committee includes Christine, Angela and Mike Kenawell.
- The committee would like to inform the scholarship winners this week. The Board had no objections.
    - There were about 35 applications this year. This is a good number but a few years ago when applications were received in the fall, there were 70 applications. The committee is considering moving the app timeframe back to the fall to see if there's an increase in interest.
    - It was suggested a consolation letter be send to the unsuccessful applicants with encouragement to consider continuing involvement in PAEP through their membership and reapply for membership next year. Include an invite to the conference as a networking event.
- Many of the scholarship applicants took advantage of the free student membership opportunity.
- The committee is taking suggestions on how to raise money for next year's scholarship funds. Any handouts the committee has would be appreciated for distributing at the regions' events. Christine will check on the availability.
    - Some type of fund raising event will be held during the conference, like, an auction. It may include things like electronics, food and liquor baskets, spa visits, hotel stays, Creamery ice cream, etc. This is still being vetted.

Website Update – Eric Rosina

- The website draft was sent out for review but is not functioning anymore.
- There has been little feedback from the developer. He has caused numerous delays. He will not return phone calls or emails.
- Eric would like to send a letter giving the developer until the end of April to complete the project or the contract will be terminated and a refund of all monies paid to date be returned due to non-performance.
- An alternative approach was suggested: meet with him and set up a timeframe that he can commit to. Such an extension comes with the caveat than he will not be paid if he doesn't deliver.
    - PAEP would like the work done to date if no agreement can be reached or he doesn't perform, since he has received some money thus far and PAEP has not received anything tangible.
    - Terri Breon will change the current website password.
    - Terri will also change the year on the Walter Lyon award page from 2014 to 2015 as well as the location of the conference.
- It was agreed to push to have the website completed by the end of April.

2015 Annual Conference – Eric Rosina

- There has been one speaker change. PennDOT will fill a slot that opened due to a problem with the intended speech content. Instead of that presentation, PennDOT will provide an update on the permitting process through DEP.
- A sample of the speakers' gifts has been received. It is a portfolio case.
- Sponsors and exhibitors are needed. Any assistance the Board can provide reaching out to potential sponsors/exhibitors is greatly appreciated and needed.
    - The sponsors/exhibitors list will be divided among the Board.
    - Eric Rosina will write up a narrative by the end of the week for callers to use.
    - Terri Breon will review and update Eric's list so it's current.
- Eric will be sending out additional fliers with registrations.

Awards – Linda Zug

- There has been some discussion with State officials regarding the acceptance of awards. If a State employee is nominated, the Agency will be consulted on this status.

Membership – Joe Musil

- Membership numbers are above last year's total. The count is 312, as compared to 302. General membership is holding around 200. The majority of the increase is student memberships.
- Joe has drafted a letter to go to members and another one to corporate members, to encourage members to get their companies to become corporate sponsors, and to the corporate members requesting they designate their second general member.
    - Linda Zug will review along with Jason McCabe and provide feedback to Joe prior to Terri Breon sending it out to the list.

Treasurer's Report – Darlene Stringos-Walker

- The current status of revenues was reviewed.
    - Scholarship Fund: $4,554.00
    - Regular Checking: 15,208.00
    - Money Market: $2,245.00
    - Total: $22,007.00
- Additional sponsors and good attendance at the conference are needed if the budget is to be balanced this year.
- Linda Zug will send the Treasurer's Report to Board members prior to next meeting.

Government Relations – Darlene Stringos-Walker

- Nothing to report for this month. Things are still being sorted out in Harrisburg, although it appears that the bulk of funding will go to construction projects vs. environmental concerns.

PAEP still has membership representation on the Environmental TAG and the Public Relations TAG.

Conservation Heritage - Wayne Kober

- The historians have finished phase two of the oral interviews.
- The website framework – the historic timeline – has been broken up into at least six periods. Essays are being developed so that by June viewers will be able to trace Pennsylvania conservation efforts since the 1700's.
- Station WITS is working on three documentaries this year, three mini-documentaries next year, wrapping up with an hour-long documentary.
- Have not received word on the status of their William Penn Foundation grant proposal.
- Two documentaries should be available for the Conference.

Proposed By-laws Changes – Joe Musil

- The proposed changes have not been completely agreed to, but the proposed changes need to go to the membership. A call to action summarizing the current bylaws, the proposed bylaw changes, and the reasons why these changes are proposed needs to be send out so the Board can discuss them at the May meeting.
    - Include an invite to the conference, as well.
- Voting would occur during the conference and run thirty days after the end of the conference.
    - Voting would be done through SurveyMonkey.
- Linda Zug will send the final edits to the Board ASAP
- Linda Zug requested PAEP buy a license for small games of chance so PAEP can do some fund raising at the conference.
    - The Board wants to be sure they know the rules and regulations for this license. Board members will ask around. It appears that no paperwork requirements kick in until $40,000 is reached.

A special meeting will be held on April 21, if needed, to review outstanding issues.

Adjournment

- The meeting officially adjourned at 1:13 PM.

The next board meeting will be held on April 21 at noon, if needed.
The regularly scheduled board meeting will be held on May 5 at noon.

tgb 4/16/15