



# F.S.E.A.

Post Office Box 14638, Bradenton, FL 34280

## Board of Directors Meeting Minutes July 11, 2016 3:30pm

1. Call to Order 15:33
2. Roll call
  - a) President - John Moorman - present
  - b) Vice President – Steve Arms - present
  - c) Treasurer - Robin Cook - present
  - d) Secretary - Cathie Catusus - present
  - e) Region 1 – Colin Wright - present
  - f) Region 2 – Nick Evans - absent
  - g) Region 3 – Donna Christopher - present
  - h) Region 4 – Lovie Hudson - present
  - i) Region 5 – Keith Kibbey - present
  - j) Region 6 – Jaya Navani -absent
  - k) Past President – Dave Murto -absent
  - l) Guests – Lyle Johnson, Carol Barrick, Suzanne Rachmaninoff, Catheine Katsikis
3. Opening remarks – John Moorman
  - a) No regional directors reports, just targeting Spring meeting wrap-up
4. Approval of May 24, 2016 meeting minutes (sent out via e-mail on 6/6/16)
  - a) **Motion to approve** – Robin, 2<sup>nd</sup> Donna, Lovie had concerns and said contacted Cathie, Cathie confirmed e-mail from Lovie but no concerns were sent in e-mail. Lovie abstained from voting, others approved unanimously
5. Secretary’s report – Cathie Catusus – none at this time
6. Treasurer’s report – Robin Cook (see attached)
  - a) Still waiting on expense reports and has received none from students, Suzanne commented Jaya will be sending one soon
  - b) **Motion to approve** Treasurer report – Cathie, 2<sup>nd</sup> Keith – Approved unanimously
7. Regional Directors’ reports – **not needed for this meeting**
  - a) **Region 1 – Colin Wright –**
  - b) **Region 2 – Nick Evans -**
  - c) **Region 3 – Donna Christopher –**
  - d) **Region 4 – Lovie Hudson –**
  - d) **Region 5 – Keith Kibbey –**

e) **Region 6 – Jaya Navani –**

8. **Committee reports** (Bylaws Article VI, Section 11: **Committee Reports**. All Committee Chairmen shall submit to the Secretary, comprehensive reports of the committees' activities.)

- a) Nominating Committee – Steve Arms – no activity to date, will need to solicit nominations for Secretary, Treasurer, Region 2, Region 4, and Region 6. If know of anyone interested please let Steve know. Will hold committee meeting in a couple of weeks. Robin comment last year we closed nominations Aug. 14<sup>th</sup>.
- b) Bylaws Revision Committee – Keith Kibbey – no activity
- c) Host and Program Committee – Cathie Catusus
  - i) Evaluation forms feedback – see attached document
  - ii) Sold out exhibitor spaces, met room night commitment
  - iii) Limited number of reviews that come in, can we maybe try Survey Monkey to get more feedback – Host and Program Committee to set-up for fall meeting
  - iv) Next H&P meeting July 22<sup>nd</sup>
  - v) John – Vance will do autosampler workshop w/more hands on, Field QA and Auditing workshop (both half days)
- d) Membership Committee – Carol Barrick – Wine Social – well attended Spring meeting, will be meeting with committee to discuss fall activity
- e) Professional Relations Committee – Catherine Katsikis – update on Marlene Moore – in rehab center, should we send card from Board? Catherine will get with Suzanne to send one.
- f) Steering Committee – Dave Murto –
- g) Executive Committee – John Moorman – a lot of what we are doing revolves around policy issues, trying to get a handle on things to make it easier down the line. Documentation on how to do things, strike a balance. John will be only periodically be checking e-mails for the next few weeks.
- h) Field Sampling Committee – ad hoc – Silky Labie –
- i) Mentoring Committee – ad hoc – Lovie Hudson – Received word from EC that full-time students could register for workshops with 50% discount – thank you. Future workshops that have limited seating may not be able to receive a discount. Working on list of contacts at universities.
- j) Policy Committee – ad hoc – Cathie Catusus – Policy committee met last Friday 7/8 and began working on Regional Workshop Policy, made good progress and will meet again 7/18 to finish Regional Workshop Policy and work on others as well. Lovie would like to be added to committee. Committee chairs to work with PC while drafting documents that pertain to them.

9. Old Business

- a) Membership draft policy – referred to Policy Committee

## 10. New Business

- a) Lyle – question about balance of account, consider making a donation to an organization – Robin addressed comment that we have \$68,000 in main account and \$5,900 in reserve, keep in mind that we have had lean years and that we are working to establish a reserve, how much do we want? Keith commented that there was an established protocol previously for the reserve. Suzanne commented that we need to keep funds available to pay for semi-annual meetings (large check written at one time). Robin – not for profit doesn't mean we can't make money. Steve – some money is contributed and that money should be spent for what it was contributed for. Robin – all deposited in one account but accounted for separately. Carol – if we are cash flush can't we fund more for students to attend workshops? Robin – return on investment. Keith – we could lower our rates and make it more affordable for everyone. Robin – increase awards for science fairs. Catherine – students don't just judge the posters, give an award. Lovie – if we mentor students properly and include them in more for a longer period of time we might see more bang for our buck. John – when is next mentor committee meeting? Copy John on when next meeting is.

## 11. Closing remarks and scheduling for next meeting –

- a) The next Board of Directors' meeting will be on determined by Doodle poll – August 18/19
- b) Suzanne needs 9-10 weeks for large meetings, 8 weeks for workshops in order to properly notice our members

## 12. Adjournment motion Cathie, 2<sup>nd</sup> Keith – unanimous 4:27pm