



# F.S.E.A.

Post Office Box 1617, Tavares, FL 32778

## Board of Directors Meeting Minutes January 20, 2021 10:30am

1. Call to Order 10:36am
2. Roll call
  - a) President - Robin Cook - present
  - b) Vice President – John Moorman - absent
  - c) Treasurer – Keith Kibbey - absent
  - d) Secretary - Cathie Catusus - present
  - e) Region 1 – Christy Draper - present
  - f) Region 2 – Nick Evans - present
  - g) Region 3 – Donna Christopher - present
  - h) Region 4 – Mark Alessandroni - present
  - i) Region 5 – Janelle McClure - present
  - j) Region 6 – Juan Manzano - absent
  - k) Past President – Dave Murto - present
  - l) Guests – Catherine Katsikis
3. Opening remarks – Robin Cook – welcome to 2021
4. Approval of November 18, 2020 meeting minutes – sent out via email on 11/18/2020. **Motion by Nick, second by Christy. Approved unanimously.**
5. Secretary’s report – Cathie Catusus – currently 389 members, 282 vendors (all BOD memberships are current)
6. Treasurer’s report – Keith Kibbey– sent via email from Keith 1/19/21. **Motion by Cathie, 2<sup>nd</sup> by Mark. Approved unanimously.**
7. Regional Directors’ reports –
  - a) **Region 1 – Christy Draper** – no updates
  - b) **Region 2 – Nick Evans** – no updates
  - c) **Region 3 – Donna Christopher** – no updates
  - d) **Region 4 – Mark Alessandroni** – ACTION ITEM (Cathie) would like e-mail list of members for Region 4
  - e) **Region 5 – Janelle McClure** – 2020 was overwhelming for her, has nothing planned but is available to help if needed
  - f) **Region 6 – Juan Manzano** – wants to do a virtual QA session in the future (update sent via email)
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 – John Moorman – no activity
  - b) Bylaws Revision Committee – John Moorman – no activity
  - c) **Host and Program Committee** – Cathie Catusus
    - i) Plans for Spring Meeting 2021 – hybrid meeting?, survey membership and vendors? Mark – have we checked with the hotel recently to see what they would be willing to do; Robin – if we go hybrid, can we reduce room nights; Robin – vendor pricing – in person, virtual or both; OK to proceed with survey; Janelle – if meeting in person would we be able to have social distancing/masks, etc. let members know as part of the survey so they can make an informed decision. **ACTION ITEM (Cathie) - include information in survey**; Christy – budget for organizations may also be an issue; Robin – student mentoring normally in spring maybe better not to try to do this year, do we want to try to have them virtually?; Cathie – agrees with Robin and doesn't think virtually is a good idea to try to include them.
  - d) Membership Committee –
  - e) Professional Relations Committee – Catherine Katsikis – LinkedIn 389 and 345 members, Facebook page 185 members, older page 49 members **ACTION ITEM (Catherine K.) need to close down LinkedIn group and forward them to LinkedIn page. ACTION ITEM – (Cathie) see if can add Catherine K. as admin to LinkedIn page.** Networking sessions – maybe lunch to say hello and interact. Cathie – what about maybe a couple of vendors spot lights (10 – 15 minutes)?, Catherine - want to keep it simple and just say hello and see people. Catherine - Florida Specifier may not be published after this year. Cathie – if you have colleagues invite them to like our pages. Cathie – haven't heard about state science fair. Janelle – state science fair is happening virtually, **ACTION ITEM: (Cathie) need to contact them to see if they are doing special categories.** Dave – talked to instrument manufacturer in Colorado and invited him to like our pages.
  - f) Steering Committee – Dave Murto – no activity
  - g) Executive Committee – Robin Cook – no activity, appreciates everyone
  - h) Field Sampling Committee – ad hoc – Silky Labie – no activity, hands on training doesn't work well virtually
  - i) Policy Committee – ad hoc – John Moorman – no activity
  - j) Virtual Training Committee – ad hoc – Christy Draper – no activity
9. Old Business
- a. Membership draft policy, speaker reimbursement policy and records retention policy– referred to Policy Committee
10. New Business
- a. Catherine – can we offer CEUs for engineers, Mark – we have to apply to become an approved provider, Cathie – do we know what is involved in that? **ACTION ITEM: Mark – will look into it.** Christy – geologist CEUs too. Catherine – engineers want the CEUs for ethics classes, could open up our audience
11. Closing remarks and scheduling for next meeting –
- a. The next Board of Directors' meeting will be on February 17, 2021 @ 10:30am

(please try to be in attendance so we can make SM decisions)

12. Adjournment 11:23am