**Agenda**

**April 15th, 2019 2:30 PM**

**@ Kleinfelder, Princeton**

**Present |** *Call-in*

**Eric Vowinkle, Amy McHugh, Erin Dovel, Phil Huntoon, Brian Friedlich,** *Steve Gomba, Jessica Jahre, Kathy Hale*

1. Board Member Reports
2. Treasury report
   1. Water Leadership Forum
      1. *Cost of $330, revenue generated $260. What is the procedure for pursuing payment of attendees who did not pay? It was suggested that an automated message from Wild Apricot be used to alert folks to pay for events they attended.*
      2. *Possibly set up a spreadsheet independent from WA to monitor changes in fees/admin costs to be hosted on WA.*
3. Membership Report
   1. *Perhaps we can move to a less frequent instance of reporting changes in membership from month to month?*
4. March Minutes
   1. *Motion to certifiy March minutes carried unanimously with no dissent or abstentions.*
      1. *Note: initially this section meeting failed to meet the minimum requirements for a quorum but the arrival of the SW committee chair resolved this issue.*
5. Stormwater Committee
   1. *DEP Groundwater Mounding Seminar planned for September.*
6. ~~Future Risk Committee~~
7. Discussion Items
8. Excellence Awards
   1. Notice of Application
      1. *Volunteers solicited for committee. Phil, Kathy & Jessica (?) volunteered. Becky Traylor to serve as chair.*
   2. Award Committee
9. Upcoming Events
   1. Planned: Stroud, Pin Oak, Happy Hour
      1. *What is left from planning standpoint for these events? Stroud attendance currently at 7. Bring Your Own Sandwich format with the Chapter providing light refreshments/snacks.*
      2. *Excellence award winner field trip location for Pin Oak. Thoughts are to avoid scheduling during week of 7/4 and summer Fridays; Thursday afternoons had vocal support.*
      3. *Same conclusion; a Thursday afternoon might best stimulate participation for a Summer happy hour*
   2. Potential: Green Infrastructure, Future Risk, USGS
      1. *Duke Farms tentatively selected for 6/19 on Green Infrastructure Seminar*
   3. Water New Year’s Eve
      1. *Thoughts on using the same location again? (Amalfi’s Restaurant & Bar). Idea was positively received based on last year’s prices being reasonable and for the site serving as a good location for the event. Only sticking point is limited parking*
10. Section Documentation/Account management
    1. *Backlogging of data management techniques for all members. Contacting PO Box, conference call information, Gmail account, Wild Apricot “Admins Online’ section addition to chapter website, Google Drive/OneDrive*

**Next Section Meeting:** ~~May 7~~~~th~~~~, 2019~~ 12-1pm via teleconference

*Rescheduled to May 10th 2019, teleconference*

**Meeting adjuourned at 3:23 pm**

**2019 Schedule**

**As of 3/29/19**

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| **Date** | **Meeting/Event (\****key agenda items***)** |
| January 10th, 2019  3-4pm  Kleinfelder Office, Princeton | Section Meeting  \*Board orientation  \*Planning for Past Presidents  Beer Summit |
| February 5th, 2019  12-1pm | Section Meeting - teleconference |
| March 5th, 2019  12-1pm | Section Meeting - teleconference |
| March 26th, 2019 | Past Presidents/Section Meeting |
| May 7th, 2019 | Section Meeting – teleconference  \*Water New Year’s Eve |
| May 13th, 2019  12:00 – 1:30pm  USGS, Lawrenceville | Stroud Water Research Center  Holistic Watershed Restoration |
| June 11th, 2019  12-1pm | Section Meeting - teleconference |
| Late June/Early July  2:00-4pm  Woodbridge, NJ | Pin Oak Restoration Field Trip |
| July 9th, 2019 | Section Meeting - teleconference |
| July xth, 2019  5-7pm  TBD (Erini) | Happy Hour |
| August 13th, 2019  3-4pm  Kleinfelder, Princeton | Section Meeting - in person  \*Finalize Annual Meeting |
| TBD | Fall Field Trip? |
| September 10th, 2019 | Section Meeting - teleconference  \*Excellence Awards |
| September 27th, 2019 | Water New Years Eve |
| October 8th, 2019  3-4pm  Kleinfelder | Section Meeting - in person |
| October/November x, 2019 | Committee Event? |
| November 12th, 2019 | Section Meeting - teleconference  \*2020 Schedule |
| December x, 2019 | Annual Meeting  \*board elections |

**Volunteer Action Items**

* Amy McHugh
  + Follow up with Jon & Tom about DRBC/USGS Event
* Jessica Jahre
  + Scheduling Amy Cross event; check with T. Amidon
* Erin Dovel
  + Check with reservation date for WNE
* Brian Friedlich
  + Flyer draft for green infrastructure seminar in June
* Phil Huntoon
  + Reach out to board & former executive members for complied account information management files