**Agenda**

**January 7th, 2020**

**3:00-4:30 PM**

**Present: Tom Amidon, Jessica Jahre, Amy McHugh, Erin Dovel, Lia Mastropolo, Phil Huntoon,** *Kathy Hale, Jon Janowicz, Steve Gomba, Christiana Pollack*

**Officer Reports**

1. November & December Minutes
	1. *November minutes approved unanimously. December minutes to be drafted and sent out for consideration at the February Meeting. Will detail the official results of the election for all Board Members*
2. Membership Renewal Update
	1. *28 members have already updated their membership. Due to send out another reminder for annual membership renewals. Usually given till the end of March, although memberships must be renewed before being able to register for NJ AWRA events.*
3. 2019 Financial Report & Audit
	1. *Several successful events this year. Approximate year-end savings at $7.6k. Budget to be drafted and presented at February meeting.*
	2. *Audit dialogue; Tom Amidon has volunteered to perform duties of financial audit by chairing the committee. Is it for legal requirements or is it within our chapter by-laws? Kathy read by-law entry detailing the process outlining audits; performed yearly by the committee. Erin may have a trail showing Bob Euric performing the 2018 audit.*
	3. *CDM Smith says they paid, however we have no record of payment from them for Water New Year’s Eve of 2019. Chance it may have not yet arrived.*
	4. *Follow up on 503(c) form update with IRS*

**Discussion Items**

1. 2020 Budget
	1. *Consider the Summit to be an off-budget expense. Set aside funds separately for Board Approval*
2. 2020 Events
	1. Executive Board/Section Meeting Schedule
		1. *Calendar to be drafted and distributed after this meeting. Will keep the calendar in each set of agendas drafted for reference throughout the year.*
	2. Water Leadership Forum
		1. *Formerly Past President’s Meeting. Fulfils same function, but also capitalizes on marketing differentiation from this potentially confusion name. NJDEP’s Gabe Mahon is a prospective speaker with regards to the recent Green Infrastructure rules since approved by DEP.*
		2. *Jon Janowicz with USGS potential speaker Pam Riley and topic on microplastics with water quality. Could be broken off to a different event if more appropriate.*
		3. *Jon Janowicz will book the USGS venue and send out to avoid overlaps with other events in March. 2/28, 3/6 or 3/13 all possibilities. [12-2pm]*
	3. Spring Stormwater Committee Event
	4. Spring Future Risk Committee Event
		1. *Glen Carlton interested in a climate change event, particularly as it intersects with natural resources. Nick Procopio potentially tapped as a conduit for the inter-related issues surrounding climate change and their symbiosis.*
	5. Excellence Award Webinars
		1. *Open and free webinars mainly used a marketing strategy for adding membership value and members. Michael Baker prospective host client. Potential to send to our sister chapters for a mid-Atlantic presence, for everyone’s benefit. Prospective months are May June and July for one event each month.*
	6. Data Summit
		1. Venue/date selection
			1. *Watershed Institute leading prospect, just before end-of-year break. Quote is in hand; must be signed by end of month or will be void (with deposit). Tentatively 85 total population. Date set at September 18th, 2020. Seeking formal Board approval to secure everything. Tom moves to authorize the committee to set aside 3000 USD for this event. All in favor, no abstentions or dissents.*
			2. *Next step is formalizing a Save the Date, a mission statement, and a placeholder website to solicit for help and to solidify further details.*
		2. Sponsorship levels
	7. Water New Year’s Eve
		1. *October 2nd, Amalfi’s setting proposed, tentative calendar placement*
3. Website Update

*New website live. njawra.wildapricot.org. goal is to make the transition relatively quickly so we can use it for everything going forward (Data summit, etc) and so it cuts down on user confusion to the maximum extent possible.*

***Meeting Adjourned 4:23pm***