



The Environmental Information Association – Arizona Chapter  
**Board of Directors Meeting Minutes**

January 20, 2016

Call to Order at 11:38 am

- 1) Roll Call (Virginia Rush) Members in bold are in attendance or have assigned a proxy  
**Executive Board**

<b>Valerie Brodeur – President</b>	<b>Travis Behrens – President Elect</b>
<b>Jay Cavness – Vice President</b>	<b>Vessa Roberts – Immediate Past President</b>
<b>Michael Breu – Secretary (Rod P. had proxy)</b>	<b>Tim Miller – Treasurer</b>

**One Year Board Members**

Ruthann Gates      **Tracy Neal**      **Virginia Rush**

**Two Year Board Member**

Ritchie Bump      Brandon White      **John Smith**

**Three Year Board Member**

**Bill Cavness**      **Rod Pawloski**      **Corey Rowley**

- 2) **Approval of December 2015 Minutes** (Michael Breu)

*Matter tabled until February meeting to allow new board members chance to review*

- 3) **Financial Report/Approval** (Tim)

a) Updates of automatic payments linked to prior credit card

*Tim reviewed current financial statement and provided copies to attendees, balance sheet as of 1/20 states balance of \$22,342.72.*

*Tim motioned to approve the January 2016 financial report as written, J 2<sup>nd</sup>, all were in favor. Motion approved*

- 4) **Old Business**

a) Corporate Sponsors - Invoicing by AZ Chapter (Michael Breu) –

*Took place as indicated with good response so far. Michael is going to follow up with a*

*few others and Tracy Neal, Michael and Virginia were going to review list of non-renewed members to follow up with.*

## 5) Reports

### a) **Regulatory Seminars** (Bill Cavness) –

- 1) Confirm 2016 Corporate Sponsorships for PowerPoint prior to first seminar

*Next seminar will be in Yuma, date is changed to 2/11. The following one is in March on 3/24 in lake havasu*

### b) **IRS Non-Profit Status** (Vessa Roberts/Tim Miller) -

*No update*

### c) **Annual Social Event** (Valerie Brodeur/?) –

- 1) Ask for volunteer to take LL place *Corey Rowley volunteered to assist with social event committee,*
- 2) Discuss ideas for time/place *BOD discussed possible options, The Yard, Watershed, Top Golf, Spring training game*

### d) **Compliance Forum** (Michael Breu/J Cavness/Ritchie Bump)

- 1) Plans?

*No Update*

### e) **Website** (Vessa Roberts/Michael Breu) –

- 1) Obtain digital logo upon membership registration
- 2) Coordinate with LoFat to update website MONTHLY

*Completed request to LoFat and awaiting update*

### f) **Marketing/Constant Contact Committee** (Vessa Roberts/Tracy Neal) –

- 1) Board members to review existing email list

*No update*

### g) **Membership Committee** (Virginia Rush/Ruthann Gates) –

- 1) New spreadsheet – incl. totals owed to National and AZ Chapter

*Reviewed membership as of 1/20 and provided non renewed list*

### h) **Golf Tournament** (Travis Behrens/Tracy Neal) –

- 1) Plan with Conference this year?

*Reviewed financial outcome, review lessons learned and why was it successful .*

*Discuss combining with Regional seminar late 2016. Travis motioned to purchase award to present to Stuart MacLay with EVDS for out of ordinary participation/support for the gold tournament, Travis will get plaque to extend thank you and will not exceed \$100. J 2<sup>nd</sup> motion, all in favor, motion approved.*

**6) New Business**

Establish conference committee for Fall 2016 Regional AZ Chapter Seminar,  
*Vessa, Michael, Tracy and Virginia will act as seminar committee*

**7) Open Discussion**

*NA*

**8) Next Meeting – Wednesday, February 17, 2016 Location:**

*ATI location at 11:30*

**9) Adjourn**

*Motion to adjourn at 12:51 by J, Rod 2<sup>nd</sup>, all in favor. Meeting adjourned at 12:51*