



SORA Board Meeting Minutes

October 2, 2018

2:30 PM Eastern Standard Time

Board Roll Call: President/At Large **Mary Clark (VT)**, Past President/Region 8 **Chuck Cousino (CO)**, Region 6/President Elect **Matt Pace (OK)**, Region 1/Treasurer **Amanda Clark (CT)**, Region 10/Secretary **Jeremy Simmons (WA)**, Region 2 **Ed Wengrowski (NJ)**, Region 3 **Steven Krieg (MD)**, Region 4 **Steven Berkowitz (NC)**, Region 5 **Mike Mettler (IN)**, Region 7 **Eric Folks (MO)**, Region 9 **Chris Edwards (KY)**, Tribal **Michael Bolt (NC Cherokee)**, Canadian Provinces **Derek Smith (Manitoba)**.

Invited Guests: **Dick Bachelder (COI Rep.)**, **Sheryl Ervin (COI Rep. back-up)**, **Ed Corriveau (Retirees)**, **Ann D'Alfonso (KS)**

Green = Present

Red = Absent

1. Review/edit meeting agenda
2. Approval of September Board meeting minutes

Tabled until November since meeting minutes not complete

3. Executive Committee Reports

- a. Presidents report: (Chuck for Mary)
- b. Treasurers Report (Amanda)

When should we take people off listserv for nonpayment? Several members have pledged but have not paid.

We have done well with this being the first year collecting membership dues, but we will need to make a deadline for payment for 2019. Recommend



4/1/19 as the deadline for payment. Board agrees. Members with unpaid membership fees as of this date will be removed from the listserv.

\$11,995 in savings

\$ 6113 in checking

At the business meeting we should figure out how many people and who should have access to the bank account. It is not good practice to have only one person have access. We may need to consider changing banks to facilitate our banking, since Wells Fargo is difficult for us to deal with.

Invoicing COIs as they come on board.

Outstanding 2018 bills will be changed to 2019 bills (effectively forgiving the 2018 debt) and sent back out.

c. Secretary Report (Jeremy)

Need to send out a revised member list before the annual meeting/conference.

4. Standing Committee Reports:

a. Membership (Jeremy)

None

b. Conference Planning (Matt)

Written notes sent by Matt:

1. So far, 28 regulators have signed up to receive the SORA discount. Unfortunately, no regulators from the regions in which we need representation have signed up yet.
2. The agenda is set for the business meeting (see attached).
 - a. Food will be provided by NOWRA so there is no cost there.
 - b. Mary is bringing her laptop and projector.
 - c. The only items SORA requested was a screen, internet access, and a conference call phone. We will be billed after the conference but I don't anticipate this being very much (last year cost \$50 for the polycom phone).
 - d. Handouts: I plan to print agendas, a sign in sheet, and sign-up sheets for committees.



3. The reception is pretty much ready. Eric turned in a food and drink list to NOWRA. The cost is \$3,500. Dick is reaching out to the COIs for sponsorships. This should be about \$300 per captain and SORA will cover the remainder.
 - a. I will be printing invitations to the reception like we did last year.
4. Expo: SORA has a booth for the expo hall, which is 10 ft by 10 ft and 8 ft tall.
 - a. Amanda is working on a table skirt
 - b. Sheryl is printing a poster with the COI logos (this can also be used for the business meeting and reception).
 - c. Dick is printing a US map that shows the different regions and the SORA members for each (can also be used for other events).
 - d. I am printing the “benefits of membership” flyer that Jeremy worked on last year.
 - e. We (the board) should come up with some talking points for those that will be at the booth.
 - f. I will be sending a sign up next for those interested in working the booth. If we all plan to spend a little time at the booth we should be able to have it covered for the entire conference. Question to answer: Do we want board members only to work the booth or any members that are present? Should we include the Captains?

-We will use Board Members to man the booth.

There will be a GoToMeeting option to attend the business meeting for those not able to attend the conference.

5. COI Report (Dick)

Having a SORA map made.

NESC Survey—we expect a report on this to be available at the NOWRA conference.

6. Ad hoc Committee Reports:

- a. Website (Ann)
- b. Retirees (Ed)

Ed reports that Dana Reeve from Virginia, Dave Schepens, and he (Ed) will be retiree members for 2019.

Discussion: is the strategic planning committee still standing? It has not been active but is still technically standing. We should look at having this committee look at nutrient issues. Board agrees.

7. New Business:



Board decided on a plan to honor the service of certain members to SORA.
Amanda will send Board members a follow up.

8. Old Business:

9. Action Item Review:

10. Adjourn

Future Meeting Dates for 2018 (First Tuesday of each month): October 22, 2018 (SORA Business Meeting), November 6, 2018, December 4, 2018. All meetings will start at 2:30 P.M. EST.