

**New York State Floodplain and Stormwater Managers Association  
Board Meeting  
Via Teleconference  
Date: Thursday, April 9, 2020  
Meeting Minutes**



**In Attendance**

Jayme Thomann (Chair)  
Bill Nechamen, (Interim Treasurer and Member Coordinator)  
Ricardo Lopez-Torrijos (V. Chair)  
Russell Houck (Sec.)

Brian Zitani (Reg. 1)  
Brent W. Gotsch (Region 3)  
Shaun Gannon (Reg. 6)  
Rick Woidt (Reg. 7)  
John Gauthier (Reg. 8)

Paul Guillet (Region 5)  
Matt Sutton (Region 9)

**Non-Boardmembers**

Janet Thigpen  
Mary Binder

**Excused**

Curtis Smith (Region 2)  
Colleen Flynn (Region 4)

**Missing**

**Agenda**

1. **Roll Call - 12:05 PM – Call to Order /Quorum Present – Yes**
2. March Meeting Minutes
  - Motion to approve 3/12/2020 minutes by R. Lopez-Torrijos, R. Woidt second; motion passed.
  - Motion to approve 3/13/2020 special meeting minutes by S. Gannon; B. Nechamen seconded; motion passed.
3. Previous Action items
  - a. BN - to work with hotel on new conference dates in fall - **Conference dates changed to September 8-10, 2020. New contract sent by hotel – needs signing.**
  - b. Vote on floodmapping letter on board call – **Previously approved by board**
  - c. AV equipment review – **On hold due to conference uncertainties and store closures.**
  - d. Newsletter development; send articles to S. Gannon by this weekend - **No update; working on.**
  - e. J. Thomann to look at legal guidance on scholarship fund - **No update at this time.**

- f. Meeting minutes/budget to be posted **R. Houck to follow up. BN/RUSs to post set up directory**

#### 4. Treasurers Report

Sent by B. Nechamen on 4/8/2020; one exhibitor reimbursement; motion to approve by B. Zitani; B. Gotsch second; motion passed. Report is attached to the end of the minutes.

#### 5. Annual Conference

- a. Moved to Sept 8-10.
- b. New contract sent ; needs revision before signing.
- c. Limited room usage?
- d. Potentially have to move the conference to 2021; limited budget outlay right now. June would probably be go/no go decision for Sept. Conf.
- e. Board discussed conducting a remote meeting/conference.
- f. R. Lopez-Torrijos, B. Nechamen and B. Gotsch ad hoc committee to investigate on-line webinar/ remote meeting and training capabilities for our association; will reach out to FL on their experience with a large remote meeting.

#### 6. Committee Reports

- a. Conference
  - i. Contingency arrangements for COVID-19 - **see above**
- b. Education and Outreach - Test site launch delayed due to COVID; contact Stevie if interested in helping on the website development.
- c. Newsletter – See above. May 1 targeted
- d. Website – see above.
- e. Policy - renewal of elev cert – no changes; two new tech bulletins – flood openings and Tech Bull 5 updated; coastal construction standards bulletin updated.
- f. CRS – 5-year recertification/audits are this year in NY; difficult to get repetitive loss property list from FEMA.
- g. B. Zitani discussed the NY Governor’s stop work order which exempted state resiliency projects, but not local projects.

#### 7. New Action Items

- 1. Recommendation from R. Lopez-Torrijos for AV equipment purchase.
  - 2. S. Gannon to work on newsletter draft; early May target date; B. Nechamen to proofread
  - 3. Contact Stevie to help on website.
  - 4. BN RH post minutes
  - 5. BN work with hotel; po
  - 6. Sub-committee to work on remote meeting investigation (BN/RLT/BG)
  - 7. Elections – email ballot sent to all primary members 4/8; voting end date 4/26; new officers take effect when results certified.
8. ASFPM membership renewal R. Houck to send final docs to B. Nechamen; check for \$700 to be cut.
9. Next Meeting - May 14 at 12 PM

Jamie Breshard-Thomann will be finishing her term as chair. She will be assuming committee roles; the board formally thanked her by resolution for her service to the association.

2. **Adjourn**

Motion to adjourn by B. Nechamen; seconded by B. Gotsch; motion passed. Meeting adjourned 1:04 PM.

Treasurer's Report, 4/9/20

Current Funds in Hand:      Checking:      \$27,109.52  
    Savings:      \$21,432.93  
    Total:      \$48,542.45

Transactions since 3/10/20

Date	Type	Ck	Name	Purpose	Category	Receipts	Expenses
3/12/2020	Check	309	Gilday Creative	Website Design	Website Design		- \$5,275.00
3/18/2020	Deposit			Conference Exhibitors	Conference	\$300.00	
3/20/2020	Electronic		Club Express		Memberships	\$30.00	
3/20/2020	Electronic		Club Express		Credit Card Expense		-\$3.19
3/20/2020	Electronic		Club Express		Credit Card Expense		-\$1.10
3/20/2020	Electronic		Club Express		Memberships	\$30.00	
3/30/2020	Check	310	Chubb	Insurance Payment	Insurance		-\$125.87
3/30/2020	Check	311	CMI Ltd Co.	Conf Exhibitor Reimbursement	Conference		-\$300.00
3/31/2020	Interest				Interest	\$0.56	
3/31/2020	Electronic		Club Express		Credit Card Expense		-\$3.40
3/31/2020	Electronic		Club Express		Web Hosting		-\$131.40
3/31/2020	Electronic		Club Express		Memberships	\$100.00	
Totals						\$460.56	- \$5,839.96

Notes

- \$130 in checks for membership not yet deposited
- Gilday Creative web design fee to be reimbursed by Nature Conservancy
- Reimbursements were offered to companies that had paid for conference exhibits. Only one, for \$300, requested reimbursement. That's out of \$3900 collected from exhibitors.