

**New York State Floodplain and Stormwater Managers Association
Board Meeting
Via Teleconference
Date: Thursday, February 13, 2020
Meeting Minutes - Final**



In Attendance

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

Brian Zitani (Reg. 1)
Curtis Smith (Region 2)
Brent W. Gotsch (Region 3)
Paul Guillet (Region 5)
Rick Woidt (Reg. 7)
John Gauthier (Reg. 8)
Matt Sutton (Region 9)

Non-Boardmembers

Stevie Adams
Janet Thigpen
Jen Marcy

Excused

Colleen Flynn (Region 4)
Shaun Gannon (Reg. 6)

Missing

1. 12:10 PM – Call to Order /Quorum Present – Yes

2. Previous Board Meeting Minutes – January 9, 2020

- Draft minutes were previously provided by the Secretary. Motion to approve the minutes by R. Woidt, R. Lopez-Torrijos seconded. Motion passed.

3. Action Items

1. Financial Committee to review 2020 budget and report back to board.
B. Nechamen: the 2020 budget was previously passed and can be amended as needed BN. The board discussed purchasing AV equipment particularly for the annual conference; Av equipment is currently not in the 2020 budget. R. Lopez-Torrijos made the motion that one projector/laptop set be added to the budget; estimated \$1200 to cover expenses; R. Houck seconded; motion passed. R. Lopez-Torrijos, B. Zitani and C. Smith to investigate AV options.
2. Conference Committee call on 1/10. *See committee reports*
3. R. Houck meeting minutes and draft budget to C. Flynn for website. *R. Houck provided minutes and budget for the website, check website and also post January minutes.*

4. Ad Hoc committee to meet to discuss conference and member fees. B. Nechamen lead. *No report yet. Committee is targeting a new fee schedule by the annual meeting.*
5. C. Flynn to review email lists; communication options, webhost. *J. Thomann to check with C. Flynn on this item.*
6. Send Newsletter items to S. Gannon. *S. Gannon sent out an email request for articles/news; There should be a sufficient number of articles for a newsletter. All are encouraged to send articles or news from your region. Targeting March for the distribution.*
7. Nominating committee to meet – J. Thigpen lead. *J. Thigpen: committee has had discussions and will send a request to all members for nominees; An on-line vote prior to the conference is planned. Discussing vote logistics with C. Flynn.*
8. Stormwater position paper. R. Lopez-Torrijos to revised and distributed for email vote. *Completed by R. Lopez-Torrijos; letter was finalized and approved by the board; letter sent.*

3.

4. Treasurer's Report

- Report was emailed prior to the meeting and is attached to the end of the minutes. Motion to approve the report made by R. Lopez-Torrijos; seconded by B. Zitani; motion passed.

5. Committee Reports

a. Conference

- Conference committee met 1/10. J. Marcy and B. Nechamen summarized the presentations and workshops. The agenda mostly planned; bus tour is being worked on. T. Blanchard is working on the brochure/registration form (short form). A postcard will be sent to the mailing list instead of whole brochure. K. Avery is working on professional credits for the conference.
- The conf. committee to review the format of the registration/payment form with the goal of simplifying and avoiding confusion.

b. Education and Outreach

- Committee working on the content and resources for the training web page. The entire website will be redesigned – within the training budget. S. Adams reviewed the design comps for the web site/web pages. Board discussed adding info-graphics for embellish he website and providing interesting information.
- Overview of Training resources page; pages to highlight top 10 Association topics. Suggested adding advocacy to menu/webpage.
- Stormwater resources –and committee to provide content; R. Lopez-Torrijos to discuss web info with S. Adams.
- Jen working on PowerPoint presentation; branding; Advocacy – RLT – Policy letters; policy committee

c. Newsletter

See above.

d. Website

See above.

e. Policy

- J. Thigpen: NFIP reauthorization postponed; some congressional activity on a bill for communities needing to address repetitive losses.
- Pew Charitable Trust - asked NYSFSMA to sign a letter re real estate disclosure; committee had questions for PEW (not responded to).
- B. Nechamen – State fund for buyouts and Lake Ontario flood assistance looking likely.
- R. Lopez-Torrijos: Stormwater subcommittee - Board approved position paper. Committee is now focused on the conference. Discuss a need for data; what do communities need to establish stormwater district legislation? Are there NYSDEC training resources?

f. CRS

- Conference CRS Users Group Meeting – 2 hour slot; 90 minutes minimum needed; Gene Kohl available; downstate person also.

g. Banner – B. Zitani has the banner and can ship it if needed.

6. Next Board Meeting: March 12 , 12-1 PM

- S. Adams will coordinate a zoom call

7 . Action Items

1. Newsletter development; send articles to S. Gannon.
2. Meeting minutes/budget to be posted on website – R. Houck/C. Flynn.
3. Ad hoc committee to review conference fee schedule.
4. Ad hoc committee to review AV equipment options.
5. Stormwater resources– R. Lopez-Torrijos and committee continuing to develop content and needs for the website.
6. Request for nominations to be emailed (J. Thigpen, P. Pomeroy)

Motion to adjourn by B. Zitani; seconded by R. Lopez-Torrijos; motion passed. Meeting adjourned 1:08 PM.

Treasurer's Report, 2/12/20

Current Funds in Hand: Checking: \$20,907.24
 Savings: \$21,431.52
 Total: \$42,338.76

Transactions since 1/1/20

Date	Type	Ck	Name	Purpose	Category	Receipts	Expenses
1/10/2020	Electronic		Club Express		Memberships	\$400.00	
1/10/2020	Electronic		Club Express		Credit Card Expense		-\$13.52
1/14/2020	Check	305	Gilday Creative	Website Design	Website Design		\$5,275.00
1/21/2020	Electronic		Club Express		Credit Card Expense		-\$5.60
1/21/2020	Electronic		Club Express		Memberships	\$160.00	
1/27/2020	Check	306	Chubb	Insurance Payment	Insurance		-\$125.87
1/31/2020	Electronic		Club Express		Web Hosting		-\$128.34
1/31/2020	Electronic		Club Express		Credit Card Expense		-\$3.90
1/31/2020	Electronic		Club Express		Memberships	\$110.00	
1/31/2020	Interest					\$0.90	
2/7/2020	Deposit			Sponsorships	Conference	\$1,000.00	
2/10/2020	Electronic		Club Express		Credit Card Expense		-\$1.10
2/10/2020	Electronic		Club Express		Memberships	\$30.00	
Total						\$1,700.90	\$5,553.33

Notes

- About \$1000 in membership checks have not yet been deposited
- The website design fee will be reimbursed by the Nature Conservancy
- An additional \$500 conference exhibitor fee has not yet been documented