

# New York State Floodplain and Stormwater Managers Association



## Board of Directors Meeting Minutes - Final

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**Videoconference Thursday, November 18, 2020**

### **In Attendance**

Ricardo Lopez-Torrijos (Chair)

Bill Nechamen, (Treasurer and Member Coordinator)

Russell Houck (Secretary)

Brian Zitani (Reg. 1)

Curtis Smith (Region 2)

Brent W. Gotsch (Region 3)

Brad Wenskoski (Region 4)

Paul Guillet (Region 5)

Shaun Gannon (Reg. 6)

Rick Woidt (Reg. 7)

Jason Fenn, FEMA Ex-Oficio Board Member

### **Non-Boardmembers**

Jen Marcy

Stevie Adams

Janet Thigpen

### **Excused**

### **Missing**

Colleen Flynn (V. Chair)

John Gauthier (Region 8)

Matt Sutton (Region 9)

**Quorum – YES 12:05 PM Start**

## AGENDA

1. R. Lopez-Torrijos moderated the meeting and **reviewed the agenda**.
2. **October meeting Minutes** were previously provided. R. Houck moved to approve the minutes; B. Zitani seconded. Motion passed.
3. **Treasurers Report** – attached at end of minutes  
In Summary:
  - Memberships are coming in.
  - Web hosting fee was paid.
  - 1/2 of insurance bill paid.
  - Postage Stamps paid
  - \$1000 Bergman reimbursement not cashed – REH to check
  - Requested return of our conference deposit
  - Balance of TNC grant remains for web design

Motion to accept the Treasurer's Report by R. Lopez-Torrijos; S. Gannon seconded; motion passed.

4. **Web Training Proposal/Update – J. Marcy/B. Nechamen**  
Spreadsheet reviewed. Committee met on 11/17 and discussed fee structure for training programs.
  - Syracuse University EFC can provide training hosting services at no fee – 6 training events in 2021.
  - Fees would be related to credits provided. 1-Hour course: \$15 for members; \$50 non-members. 3-Hr course (\$40/\$100)
  - Presenter fee schedule proposed
  - Goto Webinar limited to 100 participants; will use 2021 courses to assess if more seats are needed.
  - Sample budgets reviewed.
  - B. Nechamen to contact Bergman re assisting in course accreditation.
  - NYSDEC collaboration on courses; DEC instructors cannot accept payment.
  - Instructor fees discussed.
  - Code official credit fees discussed.
  - B. Nechamen to prepare draft training budget for December meeting; will share with finance committee.
5. ASFPM Foundation – Member Email distribution – B. Nechamen summarized fundraising for scholarships. B. Nechamen requested permission to send a fundraiser request to NYSFSMA membership. Motion to approve, S. Gannon seconded. Motion passed, one opposed.
6. **Committee Reports:**
  - a. Website: S. Adams:
    - R. Lopez-Torrijos to compile proposed changes to the website for Gilday. Website committee to review existing pages and make recommendations.
  - b. Public Policy: J. Thigpen –
    - NYS disclosure for real estate sales; strengthen law; B. Nechamen/J. Thigpen to provide comments
  - c. Newsletter: S. Gannon

- Recommend that all board members submit articles by Monday 11/23
- NY state floodplain guidance article
- Training program article
- Newsletter could be ready by end of November

d. Outreach & Education: Discussed above

e. CRS – No report

## 7. Other News

- Climate change
- Membership renewals to go out before the end of year.

## Previous Action Items

1. FEMA Ex- Oficio board member to be nominated (B. Nechamen, B. Wenskoski) – *Nominated. Jason Fenn*
2. Stormwater training elements to be added to website. S. Adams to contact R. Lopez-Torrijos. *RLT working on*
3. J. Marcy to distribute training program proposal. *Distributed*
4. Houck to contact 2 exhibitors on refund check deposits (*One exhibitor left to contact – REH*)
5. Membership renewal letters – *to be sent*
6. R Houck to finalize minutes for website - *Completed*
7. All board members submit an article for the newsletter. *By 11/23*

## Follow up actions

- B. Nechamen to prepare draft training budget for December meeting; will share with finance committee
- R. Houck to contact one exhibitor regarding cashing refund check.
- Newsletter articles ASAP
- R. Lopez-Torrijos to compile proposed changes to the website for Gilday. Website committee to review existing pages and make recommendations.

**Next call – Wed Dec 16 at 1:05 PM via Zoom call.**

Motion to adjourn made by B. Zitani; seconded S. Gannon; motion passed.

Treasurer's Report, 11/18/20

Current Funds in bank:      Checking:      \$33,310.08  
    Savings:      \$21,434.18  
    Total:      \$55,744.26

Transactions since 10/15/20

Date	Type	Ck	Name	Purpose	Category	Receipts	Expenses
10/20/2020	Electronic		Club Express		Credit Card Expense		-\$1.19
10/20/2020	Electronic		Club Express	Member Renewals	Memberships	\$60.00	
10/25/2020	Electronic		Club Express		Credit Card Expense		-\$1.10
10/31/2020	Interest				Interest	\$0.18	
10/30/2020	Electronic		Club Express		Web Hosting		-\$118.12
11/2/2020	Check	328	Chubb		Insurance		-\$976.99
11/4/2020	Debit		USPO	Stamps for Member Renewals	Memberships		-\$187.00
11/10/2020	Electronic		Club Express	Member Renewals	Memberships	\$590.00	
11/10/2020	Electronic		Club Express		Credit Card Expense		-\$20.38
<b>Total</b>						<b>\$650.18</b>	<b>-\$1,304.78</b>

Notes:

- We have an \$8,175 balance in the web design grant
- Reimbursements were sent to companies that had paid for conference exhibits. \$1000 of the reimbursements have not yet cleared the bank and is not reflected in our bank balance.
- Helms Briscoe, which works with us to negotiate with conference hotels, is working to get us a reimbursement of \$3750 paid to the Landing Hotel as a deposit for the 2020 conference. This has involved some back and forth and we think they now have the information they need to process the check.
- We have received \$120 in member renewal checks that have not yet been deposited.
- Available funds minus the balance in the web design grant and check that have not cleared the bank totals \$46,569.26, plus \$120 in checks to deposit.