

MEMORANDUM

TO:	PHONE	FAX	EMAIL
Bob Miller	348-0111	721-0265	bob@thechemistrylab.com
Gary Haag	673-9314	673-9208	ghaag@fs.fed.us
Alan Bakeberg	773-6049	773-6048	alan.bakeberg@state.sd.us
Stevie Holmes	677-6147		Stevie.Holmes@usd.edu
Linda Watts	335-5512	335-0773	lwatts@geotekeng.com

FROM:			
Melissa Fahy	359-1596		sdaep@yahoo.com

SDAEP Board Meeting Conference Call October 19, 2017 Meeting Minutes

Called to order at 10:31 am CT by President Bakeberg. Board members present were Bob Miller, Gary Haag, Alan Bakeberg, Linda Watts, and Stevie Holmes. Kayla Fawcett and Georgina Smith were also present for GW Conference updates. Melissa Fahy was also present.

Review/Approve Minutes from previous meeting:

There were no comments or corrections to the September 21, 2017 board meeting minutes. A motion was made by Bob Miller to approve the minutes. A second was made by Gary Haag. Motion was passed.

Financial Report:

Linda presented the financial report as follows:

- Main Checking: \$5,008.36
- GW Conference Checking: \$115
- Savings: \$6,817.73
- CD: \$10,540.52
- Total: \$22,471.76

Linda mentioned to the board that the checking and savings accounts were moved to 1st National Bank. During the transfer of banks, the Main Checking and Savings accounts were switched, that's why there was more money in the savings. Georgina will need access to the GW Conference Checking account to monitor deposits and sponsorship money. A motion was made by Bob Miler to approve the Financial Report. A second was made by Gary Haag. Motion passed.

2018 8 Hour and 40 Hour Planning:

Melissa will work on the 8 Hr and 40 Hr OSHA Registration flyer and send it to the membership soon. A review of Shawn's proposal showed the wrong date for the Pierre Class – should be Tues. March 27, not Mon. March 26th. Melissa will contact Shawn immediately after the meeting to get this date changed. Melissa will also contact Ellsworth AFB and Sanford to confirm dates with their facilities. Contracts have been signed for the courses at the Ramkota in Sioux Falls and the Ramkota in Pierre.

Groundwater Conference Update:

Kayla Fawcett and Georgina Smith gave an update on the Groundwater Conference planning. The first call for speakers was emailed out. Melissa will add this information to the website and include it in the newsletter. Discussion was made about AIPG annual meeting. The room for the AIPG Lunch meeting was reserved with the groundwater conference contract with the Ramkota. Gary would like more information if AIPG paid for the room last year or if they reimbursed SDAEP for the room rental.

Newsletter update:

Melissa does not have the SDSWMA computer yet to access the newsletter. She will be meeting with Carolyn later today and will receive the computer. She will look to see what has been done and finish it before the next board meeting.

Melissa will also be meeting with Anitra next week (Oct 27) to get a lesson about the website. She will talk with Anitra about board access to membership information.

Other Business:

We still have 1 position available on the Scholarship Committee. Melissa will include this in the newsletter, but would like suggestions from the board on who would be interested in filling this position. Discussion was made about scholarship awards for 2018. A motion was made by Bob Miller to set the scholarship award limit to "not to exceed \$2,000". A second was made by Gary Haag. Motion was passed.

There are also 2 positions available to serve on the Board. Melissa will also include this in the newsletter and would like suggestions from the board on who would be interested in serving on the board.

Melissa was doing some research through the SDAEP files and came across a Board Strategic Planning document that was put together back in 2007. Melissa will email this document out to the board for review and further discussion on growth for SDAEP.

Next Meeting:

Next Board Meeting will be on Thurs. November 16, 2017 at 10:30 CST.

A motion was made by Bob Miller at 11:23 am to adjourn the meeting, with a second by Gary Haag. Motion passed.

Submitted by,
Melissa Fahy
SDAEP Association Manager