

SW Section Conference Call 7-18-11

Proposed Agenda

- 1) Introductions (All)
- 2) Draft Minutes from May Call (attached to email)
- 3) Section Treasurer's Report (attached to email)
- 4) Section Activities
 - a) ACE 2011 Attendees Reports
 - b) ACE 2012 Planning Activities
 - b) SWS Website Update & Maintenance <http://www.awma-sw.org/index.htm>
- 5) Chapter Activity Reports (Chapter Chairs or Representative)
- 7) Open Discussions
- 8) Schedule and Topics for Next Meeting

Call to Order- 9:13 AM by Russ Baier

Introduction / Roll Call -

Attendees:

- Ryan Bayer – Alamo Chapter (Past Chair); ACE 2012 General Conference Vice Chair
- Russ Baier – Central Texas Chapter (SW Section Chair)
- Anna Childers – Oklahoma Chapter
- Malcolm Richards – Gulf Coast Chapter (SW Section Secretary)
- Art Bedrosian – High Plains Chapter (Director); ACE 2012 General Conference Technical Program Vice Chair
- Chris Rogers – High Plains Chapter (Chair)
- Terry Casey – Alamo Chapter (SW Section Treasurer); ACE 2012 General Conference Chair
- Cindy Smiley – Central Texas Chapter (SW Section Director); ACE 2012 General Conference Vice Chair

Note: 5 Board members, including Chapter representatives, were present which did constitute a quorum (4 Board members are required for a quorum).

Note: North Texas Chapter was not represented.

Minutes from Previous Conference Call – The spelling of several names were incorrect, please correct. Anna Childers motion to approve the minutes with name spelling corrections. Cindy Smiley seconded. All approved; no objections.

Treasurer Report – **Terry Casey** Report through June. Local dues received from High Plains Chapter. Expenses are reimbursement of ACE 2012 expenses and 16 ACE 2012 Shirts. Individuals will reimburse the fund for cost of shirts. Malcolm and Anna will inquire regarding status of funding from respective chapters. Russ will send another e-mail to chapter chairs reminding them of need to submit contributions.

Restricted funds (ACE 2012 Planning Committee) – Received check for \$1,000 Central Texas, \$1,000 Alamo, \$700 High Plains. Current amount approximate is \$1998.

Restricted funds (Scholarships) – Currently held no change. Russ Baier stated he continues to want to determine an appropriate use for these restricted funds and would like to make it a topic of a future meeting.

See Treasurer report for details.

Cindy Smiley moved to approve the Treasurer's Report. Anna Childers seconded the motion. All approved; no objections.

Section Activities

Report from Attendees at ACE 2011, June 21-24, 2011, Coronado Springs Hotel and Conference Center, Orlando (Disney World), Florida – Russ Baier – Attended several meetings including section meetings including Sections & Chapters Council meetings and spent the majority of time promoting ACE 2012. Russ was told by many representatives of other Sections that they had heard that the NSR Workshop in Houston, Texas on April 13 & 14 put on by the SW Section was very successful and gave congratulations. Many exhibitors stated that they have signed up or plan on signing up for ACE 2012. Many visitors to the ACE 2012 Booth at ACE 2011 remembered coming to San Antonio in 1995, and had very positive memories of the event and the city.

Art Bedrosian – expressed concerns about ACE 2011. Presentation of Technical programs was confusing and there were logistical challenges. Russ Baier received comments about the descriptions of the technical sessions, and the concern was that topic advertised was one topic, yet the presentation was not as advertised. Cindy Smiley noted that the new registration process, which required a login as an A&WMA member in order to register, could have had a negative impact on the attendance, and that some of the glitches in the overall proceedings could be attributable to the transition and changes implemented this year at the Association's HQ. All agree that it is the responsibility of SW Section to ensure a great ACE 2012.

Terry Casey had a very busy week attending numerous meetings with HQ staff and ACE organizers, staffing ACE 2012 booth, and participating in Tech Council & committee meetings.

Cindy Smiley noted that she had talked with several students from Texas A&M at Kingsville during ACE 2011 in Orlando and inquired if anyone was aware of an active student chapter at the university. She will provide information on the participating professor so that we can pursue official recognition of the student chapter, if appropriate.

All – ensure quality programs and organize, it is on the SW Section.

ACE 2012 Planning – Terry Casey, General Conference Chair, ACE 2012 – Organizing conference calls to begin in August, have most chair and vice-chair positions filled. Dorothy Chmiel with HQ will be visiting San Antonio on September 26 to meet with all chairs, review facilities, and discuss and plan lay-out, hotels, technical program. Etc. Still setting up local liaisons for sponsorship in each city or with each local chapter. Liaisons will coordinate with Patrick Bartosh, Sponsorship Chair, to identify potential sponsors and gain commitments. HQ will contract with sponsors. Sponsorship information has been prepared and will be sent to assist chapters. Challenge is to seek many smaller sponsors (i.e. \$5,000 each) rather than depending upon getting one very large overall conference sponsor. Goal is a minimum of \$150,000 in sponsorships.

Looking for help with young professionals and student programs. September 26 meeting in San Antonio at the Convention Center and Hyatt Hotel with HQ staff – have all chairs come and discuss and plan lay-out, hotels, technical program. Etc. After that; monthly planning conference calls. 50-60 Orlando exhibitors have signed up for ACE 2012 already. Terry requested that each chapter try to identify 15-20 additional potential exhibitors that could be approached.

ACE 2012 - 336 Days From Today.

Russ Baier – ACE 2012 Local Host Committee still really needs local sponsorship liaisons to work with our ACE 2012 Sponsorship Chair, Patrick Bartosh.

Art Bedrosian – Suggested having a big event – dinner / mixer – sponsored by the AWMA SW Section.

Terry Casey - AWMA HQ – will sign all contracts, but SW Section must be on top of all to ensure great program. Pat Patrick from GCC is the LHC Sponsorship Committee Chair and helping with sponsorship program. Patrick Bartosh is leading the effort to get ACE 2012 sponsors, but we all need to be part of these effort.

Art Bedrosian – Technical Program Vice Chair – Biggest challenge is changing current Technical program and creating tracks for each industry – such as Power track, Refinery track, etc. Now some sessions are industry track related so now can ask for sponsorship for track. This approach will make it easier to coordinate with industries and groups to develop sessions and to attract attendance and sponsors. Made presentations to Tech Council and Committees in Orlando and received positive response to the new approach. Need major section topics and call for abstracts so can have ready for EM Magazine in August for Sept. issue. Technical Program Committee is having conference calls every 2 weeks.

Russ Baier – Planning to meet with Brian Christian of TCEQ – determining how to cross promote TCEQ Trade Fair on May 1-2, 2012 and ACE 2012 on June 19-22, 2012. May arrange to provide each other with booths, and to discuss options for exhibitors who wish to participate in both events. Suggestions also included offering training events for TCEQ staff to encourage participation and exploring exhibitor options to participate in both events at a reduced rate. Want to get TCEQ's participation at ACE 2012 and also offer A&WMA training to TCEQ staff. Working on setting up meetings with Brian in the next week to discuss options and encouraged participation by others if interested.

NSR Workshop in Houston in April 13, 14 – Agreement between SW Section and GCC that a 50% / 50% split of the local profit share this meeting will be split between SW Section and GCC. Estimate is \$10,000 total profit. HQ will send a check to SWS Treasurer who will send split to GCC.

Website Update – <http://www.awma-sw.org/index.htm> Russ Baier – HQ has identified the look and feel, use of logos, etc. of websites. Russ has CD the logos for each section and chapter websites and Russ will send CD to Chapters of examples so that they can use them to make appropriate updates. SW Section website will be updated per this new format and entire site needs to be updated and that several recent changes were not reflected in the current content. Cindy Smiley suggested that a committee be created to ensure website is being updated and meets format. Also, no invoice received yet for services this year. Anna Childers is liaison to Web Administrator and will look into what is going on with Web Administrator.

Chapter Reports

Tabled until next meeting

Open Discussion

None

Next Meeting Schedule

Next meeting was set for Monday, September 12 at 4:00 PM.

Adjourned at 10:38 AM