

**VFMA BOARD OF DIRECTORS / MEMBERS
ANNUAL MEETING MINUTES
March 15, 2016
Doubletree by Hilton Hotel
Parlor E
Richmond – Midlothian, Virginia**

President Makhdoom called the meeting to order at 7:15 a.m.

2015 activities:

2 successful Fall Workshops were held.

Mr. Kevin Utt chaired the Spotsylvania event which saw 70 plus people attending.

Mr. Kenneth Somerset chaired the Hampton Roads event which had a first time attendance of 43 people. Total cost for this event was slightly over budget due to cost of catering, which was mandated by the site requirements.

Combined the events were viewed to be a complete success. Appreciation was offered to both Mr. Utt and Mr. Somerset and the entire Board for support and encouragement.

Virginia Water Conference:

Mr. Jeff Smith coordinated the event and was offered a great word of thanks and appreciation for his efforts in doing an outstanding job again.

In December 2015, Mr. Dave Gunn and Mr. Don Rissmeyer attended the VLWA Board meeting.

Members asked if they would convey a desire for consideration as to the room locations selected for the sessions associated to the VFMA. Given the number of attendees to those sessions, standing room only is a common situation.

Members were asked to start considering speakers, topics and subjects for future conferences. Mr. Gunn offered that we are doing a better job each year and early preparation and suggestions will only help us continue to grow and provide a better event each year.

Mr. Scott Blossom was offered the gratitude and thanks for his work in arranging the speakers and panels.

The current 5 year agreement with the VLWA to co-sponsor the event was also discussed. Members expressed their satisfaction over the current arrangement. The VLWA Board has also made positive comments on the relationship and partnership with the VFMA.

It was suggested that when a new agreement was being considered that the VFMA be listed on the cover of the conference information book.

It was agreed that the VFMA breakfast for the annual meeting was appropriate and not overly indulgent.

2016 Workshops:

Mr. Kevin Utt is chairing the Spotsylvania Workshop to be held during the last week of October.

Mr. Kenneth Somerset is chairing the Hampton Roads Workshop which will be held tentatively on October 11, 2016. An additional email will be sent to the board with information to date for this event.

The possibility of holding a 3rd Workshop in the Northern VA, area was discussed. Mr. Utt mentioned that the Spotsylvania generally has good attendance from that area. It was agreed that exploration of the idea was valid but that slow and cautious was the course to take so that the VFMA was benefited.

Mr. Don Rissmeyer briefed everyone on the work group based in Christiansburg and contact both he and Ken Somerset have had with them as how best to offer support and assistance. Both gentlemen have offered to attend meetings and provide information and guidance in helping with forming of a viable VFMA group and CRS Workgroup. Realizing there is a need for support in that area of the state the members offer encouragement to the efforts of Mr. Rissmeyer and Mr. Somerset and willingness to assist in possibly holding a Workshop in the Roanoke area.

Mr. Rissmeyer stated that if he was correct there was a scheduled meeting on April 19th with the core group and that he would confirm that and should the desire for Mr. Somerset and him to be present that they would attend.

The amount of work to develop, support, and the administrative work associated with workshops was discussed. Currently Ms. Agnes Hoyt provides those services at no charge. If additional workshops are to be conducted the need for formal paid administrative assistance was discussed. Those present agreed it would be necessary. Exploring this additional work with Association Builders was mentioned and agreed that it is a viable course of action if necessary.

2016, Training Opportunities:

Mr. Charley Banks mentioned that there will be a FEMA L273 Course held in Newport News in October 2016. Newsletter:

President Makhdoom addressed the fact that to be successful articles and information is needed from everyone. The newsletter is published 6 times a year and is considered to be

valuable but to be relevant we need support from everyone. He also thanked Mr. Scott Blossom for assistance in the newsletter publication.

Web Site:

Mr. Don Rissmeyer stated that the web site was in good shape. He monitors the site for and makes sure information is current.

Mr. Jim Rakeshaw asked as to the ability to put links to pages on the web site. It was asked that Mr. Rissmeyer be contacted for web related questions, concerns or comments.

Coordination with ASFPM:

Mr. Charley Banks was nominated and seconded with members present agreeing to place his name in consideration for election as a Regent to the ASFPM.

No request has yet been received from the ASFPM for a Foundation donation. Mr. Preusch stated that none was requested last year as well.

There will be an All Chapters Conference call on April 17, 2016. Mr. Somerset stated he was signed up for the call and would offer minutes from it to the board.

Discussion was held on the request for donation sponsorship of the "5 K FLOODS and SUDS" run to be held at the annual ASFPM conference in June.

Vice President's report:

Mr. Dave Gunn mentioned that the board is doing well and supporting each other's efforts very well and asked for all members to consider becoming more involved in the activities of the VFMA.

Treasurer's Report:

Report included as attachment to the minutes.

Motion was made and seconded to accept the report as submitted. Mr. Dave Preusch outlined the report in detail. Motion was made, seconded and approved for a donation to be made to the ASFPM Foundation in the amount of \$500.00 for this budget year. Appreciation was extended to him for the outstanding work he has and continues to provide as Treasure. President Makhdoom offered for consideration a motion which was seconded by Mr. Gunn that Mr. Dave Preusch retains the position of Treasurer for all time. Motion was overwhelming approved by all present. Congratulations Dave. We all are looking forward to working with you for the next millennium.

Membership Report:

Mr. Scott Blossom reported that membership was in good shape with 124 members currently. He is going to contact Association Builders to discuss ways to best to track current members. He

asked for suggestions on how best to gather contact information of CFM's, possible members and corporation which may be possible members. Mr. Somerset said he would reach out to ASPM and ask for assistance on contact information of all CFM's as Mr. Rissmeyer has done in the past.

Mr. Blossom then stated that he was wishing to step down from the board but agreed to assist with membership and train the person selected to serve as membership coordinator. On behalf of the VFMA, President Makhdoom recognized Mr. Blossom's dedication and service to the VFMA and offered sincere appreciation.

Secretary's Report:

Mr. Kenneth Somerset stated he has copies of minutes from board calls, ASFPM All conference Calls and other events he is able to attend. He asked that in the event he misspells a name, does not include someone on the record as being part of an event to please accept his apologies and to let him know and that he would correct the appropriate paperwork.

He also asked for suggestion on how best to make sure everyone is counted when calls take place as he has a hard time hearing when everyone has signed in.

Mr. Somerset asked that the board consider for discussion at the next board call and then email to the general members for consideration that the VFMA send a formal delegate to each ASFPM Annual conference each year. He stated that a written narrative would be sent to all board members and any interested member shortly.

CRS Course:

Mr. Don Rissmeyer updated the members on the VFMA sponsored L278 CRS Course to be held in Poquoson from June 13-16. He stated that VADCR asked for assistance in sponsoring the event to make the entire process easier. Mr. Somerset is serving as coordinator and that the location has been secured, registration is up on the web page, food vendor has been secured and that cost would be \$75.00 for non VFMA members with a membership included and would be \$50.00 for current VFMA members. Registration fees are expected to cover the cost of the event.

Board Election:

Motion was made and seconded to accept the slate of candidates as submitted with Ms. Mary Carson Stiff being added to fill the vacancy of Mr. Blossom. Members present approved by way of voice vote. No Nays were offered.

The term of the VFMA officers was also discussed. Mr. Makhdoom requested John Paine to look into the VFMA constitution and advise accordingly on the term of the officers.

Motion was made and seconded for adjournment.

As such the meeting was adjourned at 8:15 a.m.

Respectfully submitted,

Kenneth Somerset

Kenneth Somerset

Secretary, VFMA

March 18, 2016

Copies of the agenda and treasure's report are attached

VIRGINIA FLOODPLAIN MANAGEMENT ASSOCIATION

ANNUAL MEETING

March 15, 2016

Double Tree by Hilton Hotel, Parlor E
Richmond-Midlothian

Agenda

Complimentary breakfast provided to all attendees by VFMA

1. President's Welcome (Tariq Makhdoom)
2. 2015 – Activities
3. Virginia Water Conference (Jeff Smith)
 - i. VFMA Program/VLWA Coordination
 - ii. VLWA Agreement for Future Conferences
 - iii. VFMA Annual Meeting/Breakfast
4. 2016 Workshops
 - i. Spotsylvania County (Kevin Utt)
 - ii. Hampton Roads (Kenneth Somerset)
 - iii. Exploring possibility of 3rd workshop in Northern Virginia
5. 2016, CFM Training Opportunities (Charley Banks)
6. Newsletter, Articles needed.
7. Web Site (Don Rissmeyer)
8. Coordination with ASFPM
 - a. Chapter Regent Nominee for ASFPM CFM Certification Program (Charley Banks)
 - b. Foundation Donation
 - c. "All Chapters" Quarterly Conference Call/Web Meeting

d. ASFPM Annual Conference

9. Vice President's Report (David Gunn)

10. Treasurer's Report (David Preusch)

11. Secretary's Report (Kenneth Somerset)

12. Membership Report (Scott Blossom)

13. CRS Course (Don Rissmeyer)

14. Board Elections: (See below)

Current FMA Directors are

Position	Name	Term Expires
President	Tariq Makhdoom	2016
Vice President	David Gunn	2016
Secretary	Ken Somerset	2016
At-Large Director	Scott Blossom	2016
Appointed At-Large Director	Charley Banks	2016
Appointed At-Large Director	Matt Wall	2016
Treasurer	Dave Preusch	2017
At-Large Director	Dave Powers	2017
At-Large Director	Kevin Utt	2017
At-Large Director	Douglas Moseley	2017
At-Large Director	Don Rissmeyer	2017

Ideas and Input

Q & A

Virginia Floodplain Managers Association
March 15, 2016
Treasurer's Report for 2015
Treasurer- David Preusch, PE, PH, CFM, D.WRE

Report Summary:

1. Bank Account Balance

\$52,330 up from \$ 45,955 last year (+\$6,375)
\$ 6,375 net income (budgeted \$2,012)

2. Major Sources of Income:

Net \$5,100 from 2 October workshops 42 attendees at Hampton Roads, 70 attendees at Spotsylvania
\$ 4,900 VA Water Conference
\$ 955 in dues - 39 direct paying members, 85 attendees from October Workshop got memberships
5 Corporate Members- AMT, Dewberry, Wallingford, StreamTech, and Wetland Studies had 6 or more members

3. Major Expenses:

\$2,700 Association Builders LLC
\$ 675 Constant Contact
\$ 500 ASFPM Chapter Renewal

Virginia Floodplain Managers Association
March 15, 2016
Treasurer's Report for 2015
Treasurer- David Preusch, PE, PH, CFM, D.WRE

Proposed Budget 2016

<u>Budgeted Income 2016</u>			
Memberships:			
Individual memberships	40	\$25	\$ 1,000
		\$	-
		subtotal:	\$ 1,000
Workshops		\$	4,500
CFM Training			
Virginia Water Conference		\$	4,000
		\$	-
	total income:	\$	9,500
<u>Budgeted Expenses 2016</u>			
Virginia Water Conference, breakfast for annual meeting		\$	300.00
Constant Contact		\$	650.00
ASFPM Breakfast at National Conference		\$	400.00
ASFPM Chapter Membership		\$	500.00
Association Builders		\$	3,000.00
State Corporation Fee		\$	25.00
Miscellaneous, supplies etc...		\$	250.00
	total expenses:	\$	5,125.00
NET YEARLY INCOME		Net Income:	\$ 4,375

Respectfully Submitted:



David P. Preusch, PE,PH, CFM
VFMA Treasurer

Date: March 15, 2016