

# **A.E.M.A**

## **Meeting Minutes**

February 24, 2011

### **I. Call to order**

The meeting of the A.E.M.A board was called to order at 11:00 a.m. on February 24, 2011.

### **II. Roll call**

Tammie Moore conducted a list of attendees. The following were present: Tammie Moore, Joy Sanders, Shelia Magness, Kathy Zasimovich, Tony Rinehart, Randy Pruitt, Josh Johnston, Scott Bass, Kandy Sellers and Brandon Baker, Mikki Hastings, Dennis Gilstrap, Bobby King and Sonny Raulerson.

### **III. Open issues**

- (a) Treasurer Shelia Magness gave financial report to the board. Brandon Baker made motion to accept treasurer's report. Tony Rinehart, 2<sup>nd</sup> the motion. Motion passed.
- (b) Josh Johnston made motion to accept minutes with correction to have last month meeting minutes put in regular minute format. Shelia Magness, 2<sup>nd</sup> the motion. Motion passed.
- (c) Witts & Associates updated the board on house bill 1413, need legislative representative to sponsor bill, made suggestion to the board that we need to file a shell bill, the board needs to find someone with Emergency Management knowledge. Brandon Baker will check with Larry Taylor about being representative. President Joy Sander's appointed Brandon Baker and Josh Johnston to work with Witt & Associates directly.
- (d) Brandon Baker suggested to the board, he would like to invite Ms. Arkansas to have at the opening of the conference, also suggested that we contact IAEM if they have a speaker for our conference. Joy Sander's suggested to the board about Dr. Dale Henry, he is a professional speaker, also Josh Johnston mentioned Mr. Paul Vitale for a speaker. Joy Sander's told the board to come up with a list of the different options we are looking at and decide which one the board would like to have as a speaker.
- (e) President Joy Sander's selected Jim Burns, Ronnie Rodgers, Kandy Sellers and Fred Mullins as her advisors. Dennis Gilstrap made motion to accept new advisors. Brandon Baker, 2<sup>nd</sup> the motion. Motion passed.
- (f) Scott Bass discussed with the board about our regular monthly meeting dates and not having a set schedule, has had some questions about when the board meets and where and wants to make sure that the board is going by the bylaws on conference calls, and email discussions and voting, also board member Mikki Hastings feels that when we have an email vote, we don't get the feedback that we need, so we are eliminating from discussion and Scott Bass told the board that we are also eliminating the quorum. After a lengthy discussion, Scott Bass suggested to the board that the board can have a conference call about any topic, but should not vote on any matters.

- (g) Bobby King updated the board on vendor's, discussed with the board about raising vendor fee's and late registration fees, getting all the paperwork in before they are accepted as being registered. Bobby has looked at the floor plans at the hotel and its 1400 square feet short from what we had in the past. If a vendor has a big display booth they will pay for 2 tables, all vendors should pay and not have free booth space, if a vendor wants to compensate our board, then the board should agree to compensate the vendor at that time. Josh Johnston made motion to increase vendor fees to \$500.00, with \$50.00 to go the scholarship fund. Mikki Hastings, 2<sup>nd</sup> the motion. Motion Passed.
- (h) Shelia Magness would like to have the early registration date postmarked by August 1<sup>st</sup> and the last date to be mailed would be August 12<sup>th</sup>, and then we could have a standby list for the conference, this would help with the meals and help with booths for vendors.
- (i) Kandy Sellers discussed with the board about the meals, and maybe look at changing the start time for the conference and speakers. The board discussed the need to look at changing some issues with the time slots, so we could have more time with vendors and would like to see the conference a little more relaxed and network friendly. Brandon Baker suggested that we look into getting an earthquake simulator for the conference. Mikki Hastings would like to see an hour set aside just for vendors, to have time to visit with them. Joy Sanders asked the board what time we would like to begin the conference, the board discussed 9:00 or 9:30. Scott Bass told the board he would have to check to make sure we would meet the EMPG requirement. The discussion was tabled until next month meeting.
- (j) Dennis Gilstrap gave the board an update on the credentialing/badging system guideline and look at the colors for the different entities and do we need to look at an expiration date, this is a draft copy of the report, we would just like to all systems be on the same page, we need a state guideline to follow.
- (k) Shelia Magness told the board that the 5016C was complete and back dated until 1977. Any donations given to the AEMA will not be tax deductible; she requested the donations to the scholarship fund be tax deductible. Joy Sanders told the board that we need to look at revamping our scholarship fund. Joy Sanders formed a scholarship committee (Scott Bass, Shelia Magness, Kathy Zasimovich and with Jim Burns helping on the history of the scholarship being formed).
- (l) Shelia Magness discussed with the board about raising the registration fee. Josh Johnston made motion to raise the registration fee to \$60.00 and \$100.00 for late registration. Mikki Hastings, 2<sup>nd</sup> the motion. Motion passed.
- (m) Josh Johnston discussed with the board about the display boards needed for our AEMA booth, the board can purchase a pair for under \$1000.00, with whatever artwork we want on it, will update the board when he gets all the information on it.

#### **IV. Adjourned**

Brandon Baker made motion to adjourn meeting at 1:45 p.m. Shelia Magness, 2<sup>nd</sup> the motion. Our next month meeting will be held at the Mid Year Conference in Little Rock.

Minutes submitted by: Tammie Moore, Secretary