



## **Indiana Association for Floodplain and Stormwater Management**

101 West Ohio Street

Suite 1575

Indianapolis, Indiana 46204

Phone: 888-531-4589 Code: 19227

[www.inafsm.net](http://www.inafsm.net)

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## **INAFSM Planning Retreat Minutes**

**Friday, December 15, 2017**

**Osprey Pavilion, Noblesville, Indiana**

### **ATTENDEES:**

Lori Gates, Chair	Mark Walker, Vice Chair	Joe Miller, Outgoing Secretary
Michael Sears, Outgoing Treasurer	Karen Avery, Administrative	Toni Cecil, Incoming Secretary
Susan Bodkin, South Basin R.D.	Anita Nance, IDNR	David Knipe, IDNR
Denise Aschleman, Floodplain Chair	Sarah Brichford, Stormwater Chair	Zach Martin, USGS
Lacey Bannon, Incoming Treasurer	Kenny Hale, Immediate Past Chair	

Greg Lake, Candi Donaldson, Jim Blazek, Brian Brown, Brian Stephens-Hotopp, Randy Sexton, Rodney Renkenberger, David Knipe, Siavash Beik, Anita Nance, April Ramoni, Matt Rummel, Kerry Daily, Tonya Cottrell

### **CALL IN PARTICIPANTS:**

Unknown

### **CALL TO ORDER:**

The meeting was called to order at 10:00 AM ET by Lori Gates, INAFSM Chair.

### **QUORUM CONFIRMATION:**

Lori Gates, Mark Walker, Michael Sears, Joe Miller, Denise Aschleman, Sarah Brichford, Randy Sexton, April Ramoni, (8 of 9)

### **Housekeeping & Intros**

- A 3 ring binder is being created for the Executive Board. Members are expected to keep it updated and pass it on. Proposed content was reviewed.
- Signatures are needed on the technical corrections to the bylaws

### **Power point presentation: Procedures & Document Review**

- Liability insurance for officers; defense & damages

- Technology; Member portal, Networking potential, Document storage new training, Social media functions, must invite members to committees, decide what documents should be available to members only
- ASFPM requirement; one newsletter per year, May or June to push for conference registration
- Calling line, schedule only through Karen Avery

#### **Board Procedures**

- Board Responsibilities were reviewed
- Communication Policies were reviewed.
- Proposed documents
- Single voice is the Chair, direct all to Lori
- Signature, INAFSM in ALL communications
- INAFSM brand, logo, calendar
  - Proposed calendar and Board meeting schedule was presented & reviewed
  - Outside organizations need prior approval to use, pdf documents to protect
- Ethics policy was presented and reviewed
  - Confidential
  - need to work on Ethics wording, point #3
- Discuss dues renewal structure

#### **Rodney: Building CRS, Class 7**

- Need Indiana Amendment to National Building Code
- INAFSM position paper is needed BSEGS
- County Surveyors have mandatory training requirements, similar needed for FP administrator
- Who pays for training?
- Requiring CFM may be too hard to promote at first

**Insurance for Wrongful Termination may be needed, Karen is checking with ASFPM**

#### **ASFPM Conference Co Partner for 2021 consideration**

- \$10,000 requirement for Welcome Fest
- 1200 participants
- 90-100 volunteers needed
- 3 cities in the running
- In lieu of annual conference
- Use abstracts to assert a bigger MS4 voice
- Cost to INAFSM members?
- Retain revenue from 5K and Memorabilia sales
- Board support or membership vote; Board Support

#### **Appoint Toni C. to Secretary's position**

- Motion made by: Denise A.
- 2<sup>nd</sup>; Mark W.,
- Passed, all ayes

**Appoint Outreach Committee: Denise A., Toni C., Sarah B., Matt R., April R.**

- Motion made by:
- 2<sup>nd</sup>; Mark W.,
- Passed, all ayes

**Appoint members for dues renewal committee: Matt R., Karen A., Greg L., Mark W.**

- Motion made by Toni C.
- 2<sup>nd</sup> Denise A.,
- Passed, all ayes

**Appoint Temporary committee to address FP issues: Rodney R. as Chair, Denise A., (FP Strategic Initiative Committee)**

- Motion made by Randy
- 2<sup>nd</sup>, Toni C.,
- Passed, all ayes

**Treasurer's Report, Michael Sears**

- Motion made to accept: April moved to accept the report
- 2<sup>nd</sup> Denise A.,
- Passed, all ayes

**Greg Main Scholarship status**

- We are \$825 short of being able to offer 2 \$1500 scholarships, members stepped up and made donations during the meeting
- We will continue taking applications until April
- Karen is looking for technology to use in taking donations for the scholarships

**Conference 2018**

- Mark W. presented a draft budget for 2018
- Attendance of approx. 300 is needed
- Conference Committees groups and tasks were reviewed

**Appoint Tonya C. as Chair of the 2021 ASFPM Committee**

- Motion made by; Denise A.
- 2<sup>nd</sup> Mark W.,
- Passed, all ayes

**Liaisons: Who are the key organizations we need to build relationships with? Send ideas to Jim B.**

- Liaisons should present at the beginning of the meeting

- Quarterly reports are sufficient

**Strategic Plan Final Draft was presented**

- Outreach Committee needs to create task list and new marketing
- Dues need to be re-evaluated again
- We should begin looking at the actual bank statements, as an SOP
- We should have regular audits

**Adjourn: 2:30 pm**

Next Meeting:

INAFSM Board Meeting, January 12, 1:00 PM

**Banning Engineering**

853 Columbia Rd

Plainfield 46168