

## FIPA Board Member Meeting Notes, April 29, 2010

### Attendees:

Thea Parslow, President  
Dan Dashtaki, Sponsor Coordinator  
Kevin Shopshire, Central Regional Coordinator  
Mark Mathis, Past President  
Paul Solerno, Instructor  
Gary Christiansen, Vice President  
Linda Fielder, North Region Coordinator  
Randy Greer, Treasurer  
Monica Swearington, Secretary  
Holly McGrath, South Region Coordinator

- ♦ Mark said the prayer.
- ♦ Thea thanked Gary and Linda for organizing the workshop.
- ♦ Treasurer's Report – Randy
  - Is there \$12,000 or \$18,000 in funds? Monica has pending deposits - there is approx \$18,000.
  - Randy has online access and wants to discuss formats and forms.
  - Mark will write checks to Dan Parnell, Randy, Thea and Paul for teaching classes.
- ♦ Life Member Award – Thea, Mark
  - This year's recipient = Dan Parnell
  - No more annual fees or workshop fees for recipients
  - Previous recipients = Dr. Parnell, Andy Johnson, Randy Greer
  - Only board members vote
  - Mark will continue to present these
- ♦ Nominations for the John Parnell and Bob Heilman Awards will begin in June. Awards will be given at the Fall Workshop.
- ♦ FWEA wants FIPA to fund the Albert Herndon Award. FIPA will not.
- ♦ Residential FOG Program Committee – Thea recommends Linda to form a committee to develop a program guide for recycling FOG at a residential level. Linda accepts.
- ♦ Thea asked Gary about putting the next Pretreatment Communicator newsletter together. That usually falls on Dan Parnell. Gary will discuss w/ Dan.
- ♦ Next FIPA Event – Thea, Holly
  - Workshop, Classes, both? – All agree on both
  - Holly asks if we can send an instructor to W. Palm to teach a class
  - Thea and Gary suggest Holly host the next FIPA Event
- ♦ This event's classes
  - The classes went well
  - Linda suggests a unified test numbering system. She was confused when some instructors asked that names be written on tests, others said not to write on them.
  - Paul expressed concern that the grading process takes too long. Thea explained that Susannah had the keys and planned on grading immediately, but was sick and couldn't.

- ♦ Emails
  - Thea said not to use “theaparslow...” to email her, ONLY use “AthenaParslow...”
  - Monica asked that all email [fipasecretary@mail.com](mailto:fipasecretary@mail.com) to verify our emails.
- ♦ Thea confirms the next FIPA workshop and classes will be in November, in the south region, tentatively W. Palm Beach.
- ♦ Monica brought up membership fee schedules, expressing that January is best. Gary confirmed that this helps avoid having members skip a year.
- ♦ Randy explained FLPPR membership. Thea suggested FIPA partnering w/ FLPPR.
- ♦ Spring 2010 class attendance:
  - FOG Class, Thea – 7
  - B Class, Randy – 8
  - C Class, Paul – 8
  - A Class, Dan P. – 4
- ♦ Dan D. agreed to remain Sponsor Coordinator. He reported sponsor payments:
  - Grease Depot = \$500
  - SepSensor = \$1,000
  - EpoxiTech = \$1,000
  - Thermaco = \$1,500
  - Linko = \$1,000
  - Metro = \$500
  - Thea says she needs a guideline on sponsorships
- ♦ Checks and Credit Cards
  - Mark needs a process on writing checks, keep in mind the credit cards held by members
  - Someone needs to look at balances
  - We need an approval process - is it FIPA related?
  - Mark suggested a form w/ drop down boxes forwarded for approval and fund availability. He can do this.
  - Randy said we need the same for credit cards.
  - Monica said credit card holders have an expense form.
  - Thea should be “approver”
  - No need for approval if < \$200
  - Thea, Mark and Randy will for a subcommittee on this
  - Randy is active treasurer
- ♦ Tax Exempt status – Randy and Paul will work on this, but not before July.
- ♦ Thea called for the meeting to end.
- ♦ Gary suggested some profits be donated to an environmentally friendly program, anything over \$25,000.
- ♦ Kevin suggested recyclable coffee and water cups.
- ♦ All agreed the Christmas calendars were a hit and we should continue w/ them.
- ♦ Randy has the checkbook, now.
- ♦ Meeting ended.