



Hampton Roads Chapter of ASPA

June 18, 2018 HR ASPA Council Meeting

Present: Officers: Kaitlyn James, (President), Michelle San Anton (Treasurer), David Chapman (Web Administrator), Ronnie Parker (Student Representative), John Dunning, (Secretary).
Council: Elijah Agyapong, Stephen Chenault, Celeste Greene, Jerry Hoddinott, Gary Roberts
Past Presidents: Betty Meyer, Charlie Mills, Membership Committee Chair: John Dunning
Unable to attend: Rebekah Lloyd (President Elect), Ron Carlee (Council) , Kelly Doolan,(Council/Marketing Chair) Jianchong Luo (Council)

Order of Business: The meeting was called to order by the incoming president, Kaitlyn James, at 10:02am

Approval of Minutes : The minutes from our last meeting (April 10, 2018) were approved as written.

Treasurer's Report: Michelle San Anton provided the following report:

- Financial Report:
 - Checking Account balance prior to the Awards Luncheon was \$1598.77. Our income from the luncheon (meals paid) was \$429.79. Our expenses totaled \$1,245.57. This included \$500 for the Scholarship, \$155.83 for the plaques, and \$589.75 for the room rental and meals. The ending checking account balance is \$782.99
 - Our Saving Account balance is \$677.33.
 - We have two bonds one for \$1,328.40 and one for \$6,642.34.
 - Our toatal assets are \$9,430.074.
- Bond Recommendation: At our April 10th meeting the Council was concerned that we continually operate at a deficit and asked that Michelle make a recommendation concerning the bonds. Michelle recommended that we cash in the smaller bond (\$1,328.40). After considerable discussion focusing on managing within our annual income, a motion was made, seconded and approved that we cash in the bond to support continuing chapter operations.
- End of Fical Year Financial Review. As required in our By-Laws the incoming president will conduct a financial review of our books. Michelle and Kaitlyn will set up a time next month to conduct and record this review.

Selection of Theme for Program Year

- In the April meeting the council recommended we select the theme of Resilence (the capacity to recover quickly from difficulties; toughness), and consider whether we should

include Sustainability (avoidance of the depletion of natural resources in order to maintain an ecological balance). We discussed the definitions of each and for the possible speaker/panel support from the ODU “Resilience Collaborative,” which is a consortium of leading scholars actively engaged in research, education, and outreach on critical issues for resilience at the community, regional, national, and global levels. This initiative replaced the Climate Change and Sea Level Rise Initiative.

- On the Sustainability side, Celeste Green is involved with “Strategies for Sustainability” and recently conducted an event called “Virginia Coastal Futures.” Celeste, along with other faculty experts in coastal studies and environmental sustainability made presentations.
- **After considerable discussion about the importance of each, the decision was made to include both in our theme for the year: “Resilience-Sustainability.”**

Location for Chapter Meetings

- The council was interested in looking at other locations than the Hampton Inn-Select (Norfolk Airport) for our meetings. The top two alternatives discussed were the Slover Public Library in Downtown Norfolk and the Norfolk Chamber of Commerce building at 500 East Main Street in Norfolk.
- Action: Since the primary responsibility of the President-elect is to act as program chair, Rebekah Lloyd will be asked to work with Charlie Mills to look into these options and make a recommendation to the council.

Dates for Meetings: The council agreed to keep our traditional meeting dates of the 3rd Thursday of the month. The following dates will be set for the 2018-2019 program year: Sep 20, 2018, Nov 15, 2018, Jan 17, 2018 (evening), Mar 21, 2018 (symposium), May 9, 2018 (awards)

Meeting Times: After discussion, the consensus was to keep the day time meetings with the exception of the January meeting in Hampton, where it would be after work

Student Forum Program and Date: Several options were discussed to include internships and employment opportunities. The decision was made to focus on the topic of “managing your career,” or “how to choose where to go next.” It was also decided that the best time to hold the forum would be in October. The planning team will include Ronnie Parker, either Elijah Agyapong or Gary Roberts, and Kaitlyn will ask Ron Carlee or another ODU professor to be on the team.

Responsibilities for Assisting with Planning the Meetings:

- **September:** It was recommended that we use the ODU Resilience Collaborative as the focus. Kaitlyn James will ask ODU professor Wie Yusuf if she would speak or organize a panel.
- **November** – The recommendation was to ask the military to speak on the topic of Resilience-Sustainability. Ronnie Parker said that he has contact with senior Fleet Forces Command personnel through the Chamber of Commerce. He will do some outreach to identify a speaker.
- **January** – John Dunning agreed to find a speaker from Hampton or Newport News local government to present. One consideration is to ask someone from the Hampton City government to speak on the work they are doing to make the city more resilient to sea-level rise. Some of the expected actions involving zoning or legal changes, developing

community education programs and working with local partners, such as Langley, the universities and other cities.

- **March** – For the Symposium, Celeste Greene, with assistance from Ronnie Parker, agreed to take the lead to see if some of the speakers or ideas from the “Strategies for Sustainability – Virginia Coastal Futures,” could be used to develop a program.
- **May** – Steve Chenault agree to take the lead on the awards program.

Discussion of Secretary and Newsletter and Committee Expectations: Kaitlyn mentioned that we still need to find a secretary. John Dunning will assist with the files, but wants to transition from the position of secretary which he has held since 2012. He would like to focus on membership for the coming program year. John will publish a newsletter in July to lay out the program year, cover the awards and asked for news from members. Betty agreed to do an article on innovation, John will ask Celeste to do an article on her grant. Other articles are invited. John will also coordinate the information for officers and council that will be posted on the web site.

Kaitlyn thanked the council for their support in developing the program and action items for the coming year. She stated that the next meeting will be held the first week in August. The meeting was adjourned at 2:55pm.

Recorded by John Dunning, Secretary.