



American Public Works Association Central Pennsylvania Chapter

MINUTES

Executive Board

Friday, March 17, 2023 @ 11:30 am

Enola Sportsman's Association

290 Pine Hill Road, East Pennsboro Township, PA, 17025

And

Microsoft Teams meeting

Call to Order: Ryan Scanlan, President, called the meeting to order at 11:44am.

Pledge of Allegiance to the Flag: Ryan Scanlan led the group with a pledge of allegiance to the flag.

Board members present in person

Ryan Scanlan
George Schwarz
Ron Jones
Jim Phipps
Elizabeth Cheeseman
Jim Close
Jon Murray
Don Bortner

Board members present remotely via TEAMS

Charlie Jones
Maria White
Kay Dohm
Bob Gardner
David Modricker
Blair Prough
Stan Rugis
Robyn Koehler

Organizational Business: Nothing to Report (NTR)

Approval of Minutes for February 2023 executive meeting: **A motion was made by Bob Gardner to approve the minutes. A second was provided by George Schwarz. The vote in favor was unanimous.**

Treasurers Report(s): George noted that Treasurer Jeremy Miller is unable to attend and that the report may be sent out in the future via email.

Council of Chapters: Representative's Report: NTR

Old Business: NTR

New Business: NTR (see committee reports)

Standing Committee Reports

- a. Audit - Ron Jones stated the 2022 audit is underway.
- b. Nominating - NTR
- c. Awards - NTR
- d. By-laws - NTR
- e. Diversity - NTR
- f. Education - NTR
- g. Government & professional relations - Jim Phipps attended the APWA webinar on chapter website development. Bob Gardner will attend the next National APWA chapter website meeting. Per Jim, the new website will be up and running in July. 3 people in each chapter will be authorized to access the website. Specific training is forthcoming. News, events, and photo galleries are included in the new website layout.
- h. Membership - Maria White noted the chapter has 168 members. The chapter has 2 new members since our last meeting. Blaire sent emails to 9 delinquent members. Maria plans to contact new members by phone and follow up with email messages to new members. Blaire is working with Ryan on flyers.
- i. Newsletter and Outreach - Ryan Scanlan plans to send out the newsletter in April. He sent out a "save the date" email regarding the Spring trip to be held on May 23rd including a tour of Engineering Buildings West 1 and West 2. The trip may also include a speaker on Penn State's energy sustainability plan. Dave will review lunch options with Ryan. **A motion was made by Ryan Scanlan to limit the trip cost to \$20 per person with any cost overage covered by the Chapter. A second to the motion was provided by George Schwarz. The vote in favor was unanimous.**
- j. Chapter Socials – Blaire Prough is setting up a meeting.

Technical and other Reports

- a. 2023 Symposium - Kay Dohm began her update by noting that Robyn is awaiting direction on booth graphics After some discussion on cost per piece and final mockups, Ryan stated he will send an invite for a separate meeting to review final comments and give direction on booth banners. Kay and Robyn met with the West Lampeter Township Manager and Public Works Director. They are working on parking issues.
- b. Annual Membership Meeting on Nov 4th – The group discussed various options. Elizabeth noted the fee for Gilligan's Bar and Grill is \$27/person (west shore, Mechanicsburg). The Colonial Golf and Tennis Club is available on November 4th but requires that an individual be a member to waive room fees. Further information on membership fees forthcoming. It was noted that Sherri is checking on availability of the Elks Club for a November 11th date. No decisions were made.
- c. STIC report - NTR
- d. Chapter Website - See notes under Government and Professional relations. Bob Gardner noted that all branch information is loaded through June

Branch Reports:

Lancaster - Kay noted a flagger class on March 30th. 20 spots are available and 60 attendees are currently signed up. Kay and others met with Pa One Call reps. Discussed attending the next Pa One Call meeting to help each other build members.

Capital - NTR

York – Kay mentioned a March 8th pesticide class, attendees from other branches, outings on web site. Next meeting is on April 13th at Quaker Steak and Lube w LTAP rep. speaking about managing utility cuts. Kay did receive the replacement PACE award for the award that was broken.

Upcoming Events:

Next Meeting Date and Location: April 21st at location to be determined.

Other Business:

Pat Sullivan, historian, left APWA and gave Ron Jones a flag, minutes, and other items. Ron asked and David Modricker replied that there is nothing in the bylaws about keeping old records. Ron will go through the box and decide what to keep. Members cautioned Ron to keep any financial records for 3 to 5 years.

George Schwarz noted his computer was hacked, again. Be cautious using George's email.

Adjourn: With no further business, the President adjourned the meeting at 1:05pm.



David J. Modricker
APWA Central Pa Chapter Secretary