

# MSFA Board Meeting

**September 20, 2007**  
**10 AM to 12 PM**  
**Constitution Hall, Lansing**

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**Meeting called by:** Walton/Poprave      **Note taker:** Poprave

**Attendees:** Jerry Hancock, Shawn Middleton, Mark Walton, Mike Bastien, Les Thomas, Roger Clark, Daryl Poprave, George Hosek, Rhonda Oberlin, (via phone) Dave Degrow, George Hosek, Sue Conradson.

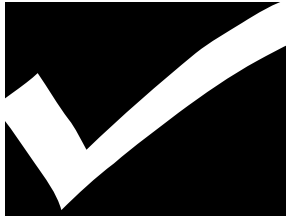
## ----- Agenda Topics -----

2009 Conference – site selection and committee chair	Walton/Thomas	15
Finalize 2008 Conference Agenda and conference materials packet	Walton/Thomas	30
Treasurer’s Report	Clark	15
Finalize – “Save the Date” postcard	Middleton	15
Other Business – Webmaster, Scholarship, Brochure update	Thomas, Hancock	15

## Other Information

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**Special notes:**



# MSFA Board Meeting

**August 16, 2007**  
**10 AM to 12 PM**  
**Constitution Hall, Lansing**

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**Meeting called by:** Walton/Poprave      **Note taker:** Poprave

**Attendees:** See first page

<b>----- Agenda Topics -----</b>		
2009 Conference – site selection and new committee chair	Walton	15
<p>Discussion: The Double Tree Hotel in Bay City, MI would like to confirm that we will be having our 2009 conference there. Thus formal board action will need to be taken so that a new committee chair can start negotiating with this venue.</p> <p><b>It was moved by Thomas and supported by Bastien to appoint Dave DeGrow as the 2009 MSFA conference chair and authorize him to begin site negotiations with the Double Tree Hotel in Bay City, MI. The motion passed unanimously.</b></p>		
<b>Action: DeGrow will meet with the hotel to begin negotiations for the 2009 conference.</b>		

Finalize 2008 Conference Agenda and packet review	Walton/Thomas	30
<p>Discussion: Mark presented the final draft of the conference agenda. Mark is still trying to confirm the Kent Co. Levee presentation but is having limited success. It was suggested that Jim Haggerty from Prein Newhoff present instead on a dam removal project.</p> <p>Also, time slots on Thursday morning will be re-arranged so that FEMA talks about Map Mod first. With these amendments the 2008 agenda was finalized.</p>		
<p>Packet discussion: Les presented the packet information and it was decided to send out the registration packets by November 30, 2007. A second announcement for the meeting will be sent out as part of the MDEQ floodplain newsletter around the first of January 2008. Les stated that he would like all of the Board member to proof the registration packet and get him back any comments or corrections by October 15, 2007.</p>		
<p>Conference Moderators: Bob Haneline will be the Wednesday p.m. moderator, Daryl Poprave will be the Thursday a.m. moderator, Jerry Hancock will be the Thursday p.m. moderator and Shawn Middleton will be the Friday a.m. moderator.</p>		
<p>Speaker confirmations: <b>Wednesday (1:30 to 2:30)</b> – ASFPM staff will be present but George does not know who yet and he will confirm. <b>Thursday (8:30 to 9:30)</b> – Mike Hanke, FEMA will present on MapMod, <b>Thursday (10:00 to 10:45)</b> will be Jim Haggerty on dam removal, <b>Thursday (2:30 to 3:30)</b> FP 101 – Joy Brooks, <b>Friday (8:00 to 8:45)</b> City of Flint case study will be Bob Haneline, <b>Thursday (10:00 to 10:45)</b> Grand Rapids case study will be Tom Smith and the DEQ, <b>Thursday (10:45 to 11:30)</b> Rain Gardens case study will be Patricia Pennell.</p>		
<p><b>Action items: Board members proof the registration packet and return all comments to Les Thomas by October 15, 2007.</b></p>		
“Save the Date” Postcard	Middleton	15
<p>Discussion: Shawn stated that the Spicer group will mail this postcard by October 30, 2007 to all vendors. George, Les and Roger will provide Shawn will the appropriate mailing lists.</p>		
<p><b>Action items: George Hosek, Les Thomas and Roger Clark to provide Spicer with appropriate vendor mailing lists.</b></p>		
Treasurer's Update	Clark	15
<p>Report: Checking account balance as of 8/31/07 is \$7,137.33. CD balance as of 8/31/07 is \$10,029.50</p>		
<p>Discussion: the CD matures on 11/30 and should we roll-over the CD or go take some out to cover expenses. A question was asked as to what are MSFA's yearly expenses – Roger stated that they averaged around \$20,000. Bastien asked if we had to roll-over the CD with Chase or if we could go with another bank that has a higher interest rate. The Board generally agreed to roll-over the money for an additional year at the same place. George Hosek stated that he will check with ASFPM to see how they hand their savings whether it's through bonds or CD's etc.</p> <p>Roger stated that ASFPM also sent MSFA a “thank you” for our donations to the 2007 ASFPM conference.</p>		
<p><b>Action items: George Hosek will check with ASFPM as to how they invest their money</b></p>		<p><b>Deadline: November 8, 2007</b></p>

**Webmaster Discussion:** Les stated that he had not yet worked on getting bids for a webmaster. The Board discussed getting a short-term contract with Nutty Host to make updates to our website.

**It was moved by Walton and supported by Middleton to authorize Les Thomas to negotiate with Nutty Host for web mastering services for the next year. The service will cost around \$500.00. The motion was passed unanimously.**

**2008 conference give-a-ways discussion:** Mark Walton showed the Board various product information catalogs and the Board generally agreed to have Mark price water bottles and get the costs back for the next meeting for approval.

**2008 Scholarship discussion:** Jerry Hancock again volunteered to mail the scholarship applications to several universities including Michigan Tech, Michigan State and the University of Michigan. The Board set the application deadline for December 30, 2007 and recipient notifications will go out by January 30, 2008. Jerry will be sending the applications to the universities within the next week or so.

**Action items:**

1. Les will negotiate a web mastering contract with Nutty Host
2. Mark Walton will get water bottle prices for the 2008 conference.
3. Jerry Hancock will sent out Scholarship applications

**Deadline:  
Updates at  
11/8/07  
meeting**

## Other Information

**Special notes:**                    **The next Board meeting will be Thursday, November 8, 2007 at 10 a.m. at Constitution Hall.**