



**CAPCA BOARD OF DIRECTORS MEETING  
21 October 2011  
Hilton Hotel  
Myrtle Beach, SC**

The CAPCA Board of Directors met at the Hilton Hotel in Myrtle Beach, South Carolina on 21 October 2011. The meeting was called to order by President Max Justice at 1:03 pm. The following were present at the meeting.

<u>Board Member:</u>	<u>Role:</u>	<u>Present</u>	<u>Absent</u>
Max Justice	President	X	
Mark Hawes	Vice President / Program Chairman	X	
Renee Shealy	Treasurer	X	
Sheila Holman	Secretary	X	
Nancy Marshall	2 <sup>nd</sup> Year Director	X	
John Sudnick	2 <sup>nd</sup> Year Director	X	
Beth Partlow	1 <sup>st</sup> Year Director	X	
Rich Weber	1 <sup>st</sup> Year Director		X
Penny Mahoney	Past President	X	

<u>Staff Member</u>	<u>Role:</u>	<u>Present</u>	<u>Absent</u>
Ann Daniel	Executive Secretary	X	
Kay Aumiller	Dues & Registration Chair	X	
Connie McElroy-Bacon	Conference Coordinator	X	

CAPCA Committee Members Present

Committee Represented

Carl Burrell

Planning / Arrangements / Events

Randy Taylor

Finance/Sponsorship

**Guests attending Board Meeting**

None

## **I. President's Comments**

The President called the meeting to order at 1:03 pm. The agenda was approved as distributed.

## **II. 2011 Fall Conference Review**

The Registrar reported that there were 45 walk-in registrations, bringing the total number of attendees to 465. The Executive Secretary reported that the Exhibitors meeting held that morning had gone well. The exhibitors were happy with the conference and really liked the idea of the dance card, as well as the entertainment on Thursday night.

The Conference Coordinator reported that everything went well with the arrangements, and noted that the only issue was that the internet went down on Wednesday night for the entire hotel.

The Vice-President reported that there were many good comments received on the program for the Fall Conference. He also reported that several good ideas were generated at the Program Committee meeting on Thursday afternoon for the Spring Conference.

The survey link will be distributed via e-mail by the Conference Coordinator. The Board members were reminded to take the survey, as the Board will discuss any recommended changes at the December Board meeting.

Board members were reminded to send any recommendations on improvements to the website to the Chair of the Membership and Marketing Committee.

## **III. Planning for 2012 Spring Conference**

The Conference Coordinator indicated that she will provide a detailed update on the arrangements for the Spring Conference at the December Board meeting, as she will be meeting with the hotel staff prior to the Board meeting.

The Vice-President reported that several good ideas were generated at the Program Committee meeting on Thursday afternoon for the Spring Conference. The Board also discussed inviting Tyler Fox from USEPA's Office of Air Quality Planning and Standards to discuss the NO<sub>2</sub> and SO<sub>2</sub> modeling issues.

**IV. Other Business**

A closed Board meeting was held to discuss contracts.

**V. Future Board Meetings & Schedule**

Saturday, December 10, 2011 at Grove Park Inn, Asheville, NC - The Program Committee will meet at 10:00 a.m. and the Board will convene immediately following lunch.

Saturday, February 4, 2012 at Grove Park Inn, Asheville, NC - The Program Committee will meet at 10:00 a.m. and the Board will convene immediately following lunch.

**VI. Adjourn**

The meeting adjourned at approximately 2:27 pm.

Respectfully Submitted,

Sheila C. Holman  
Secretary