



CAPCA BOARD OF DIRECTORS MEETING
 Meeting Minutes
 October 14, 2016
 Hilton Hotel
 Myrtle Beach, SC

<u>Board Members</u>	<u>Role</u>	<u>Present</u>	<u>Absent</u>
Dale Overcash	President	X	
Ross Smith	Vice President/Program Director	X	
Rich Weber	Treasurer	X	
Myra Reece	Secretary		X
Mike Abraczinskas	2 nd Year Director	X	
Duane Mummert	2 nd Year Director	X	
Briggs Hamilton	1 st Year Director	X	
Kevin Nesbitt	1 st Year Director	X	
Beth Partlow	Past President	X	
<u>Staff Members</u>	<u>Role</u>		
Ann Daniel	Executive Secretary	X	
Connie McElroy-Bacon	Conference Coordinator	X	

<u>CAPCA Committee Members</u>	<u>Committee Represented</u>	<u>Present</u>	<u>Absent</u>
Carl Burrell	Planning/Arrangements/Events	X	
Max Justice	Governance	X	
Penny Mahoney	Membership & Marketing	X	
Fern Paterson	YP / Membership & Marketing	X	
Randy Taylor	YP/Membership & Marketing/Governance	X	
Bill Lane	Finance/Program Planning	X	
Sheila Holman	Governance	X	
Mark Hawes	Governance		X
Melvin Stroble	Future Board Member	X	
Blair Axley	Future YP Leader	X	

I. President's Comments (Dale Overcash)

CAPCA Board of Directors meeting was called to order by President Overcash at 12:47 p.m.

There was a lot of positive feedback from the conference especially the NC/SC/EPA regulatory updates.

II. 2016 Fall Conference Review and Critique

- a. Attendees/contributors/exhibitors (*Ann Daniel and Connie McElroy-Bacon*)
385 registered attendees which was good attendance given the impact of Hurricane Mathew.
- b. Arrangements (*Connie McElroy-Bacon*)
The Board noted that some exhibitors were breaking down early. The desire for exhibitors not to break down until after the morning break on Friday will be reinforced.
- c. Program (*Ross Smith*)
Speakers and session chairs did a good job confirming speakers in the wake of Hurricane Mathew. Special thanks to Bill Lane and Fern Patterson for filling in and preparing presentations on short notice.
- d. Young Professionals (*Fern Paterson*)
There was excellent attendance at the YP luncheon and planning meeting. Fern introduced the new YP Leader – Blair Axley with Arauco

- e. Surveys (*Randy Taylor*)
Dale and Connie will review the survey and the access link will be e-mailed in 1 week.
- f. App (*Randy Taylor*) (*added*)
The CAPCA App was also a big success. Randy reviewed some statistics from the app. Further promotion will help with usage and will be discussed in the December Board meeting.
- g. NCMA (*Dale Overcash*) (*added*)
The NCMA was inadvertently omitted from the program. Ross and Dale will talk with Preston Howard and provide an update in December Board meeting. Ann Daniel explained the situation to Preston and believed it was resolved amicably.

III. Planning for 2017 Spring Conference

- a. Arrangements (*Connie McElroy-Bacon*)
Registration will open the middle of January. No other issues to discuss at this time.
- b. Program (*Ross Smith*)
Ross viewed the input from the program planning meeting and there were 1-2 sessions pretty developed. The YP asked about the possibility of a session on career development including the difference in private and government careers.
- c. Budget (*Rich Weber*)
Invoices for the Hilton will be paid in 30 days and a budget update will be given at the December Board meeting.

IV. Committee Updates

- a. Transition—Welcome new board members/new board member information packet.
Melvin Stroble was welcomed to the board and given a Board of Directors packet.

V. Closed Board Meeting

No meeting required.

VI. Other Business

Beth Partlow made a motion to approved Dale Overcash to sign the Kilpatrick Townsend Pro Bono Engagement letter. Kevin Nesbit seconded the motion and all board members voted in favor.

The summer Board of Director meetings will be scheduled at the December Board of Directors meeting and all Directors were asked to come prepared to set those dates.

VII. Future Board Meeting & Schedule

- a. The next Board meeting will be December 10, 2016, at the Omni Grove Park Inn in Asheville, NC.

X. Adjourn

Upon a motion by Melvin Stroble and a second by Briggs Hamilton, the meeting was adjourned at 1:40 p.m.