



Indiana Association for Floodplain and Stormwater Management

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INAFSM Executive Board Minutes

Friday, January 18, 2019

Phone Conference

Purpose: Discussion on Karen Avery's Contract Renewal

Attendance:

Lori Gates, Chair April Ramoni, Vice Chair Toni Cecil, Secretary Walt Evans, Treasurer

Also in Attendance at the Chair's Request: Karen Avery, Administrator

Karen gave information on her actual hours. In 2014 it was 552, in 2015 it was 546. 2016 was higher because it was our first year at a venue outside of State Parks. By 2017 and 2018, she has gone over 700 hours annually. AIC has mentioned this is too many hours on top of her regular position. They, and Karen, have proposed trying to keep it down to around 600 hours annually.

Karen stated that she feels the increased hours are due to several things. We've had increased membership and moved conferences to bigger venues, which both require considerable time. She has discontinued preparing a Conference booklet. That responsibility will be replaced by Matt Rummel providing the Conference app. In turn, Karen will be creating the Conference posters, and feels it will help reduce her time. Combined with us contracting with a Meeting Planner, it should require less hours on her part.

Karen suggested that INAFSM should have a lobbyist. This would also be helpful. She noted that we have never had legal council, and she is not qualified to give legal advice, or insurance advice, as stated in the old contract. Lori suggested we might want to have Karen specifically named in the contract, so she is not replaced with someone else from AIC. Karen feels she should not be specifically named. She is not comfortable with that option.

Karen requested mileage reimbursement in the new contract. AIC does not reimburse her for mileage related to INAFSM tasks.

Lori asked Karen to take time to go over each item in the original contract and note any other changes that need to be made. We will re-evaluate at that time.

Karen dismissed herself from the call.

April stated that we put too much responsibility on both Karen and Matt, and that the Board should step up and do more of the menial tasks for them. Lori discussed how we got to the point where we asked them to do more, and the lack of participation of some Board members in the past.

Lori stated that the 2014 contract allowed \$30 per hour for Karen's time. Karen's proposal asks for \$38. Lori suggested moving it on up to \$40, since it will be in effect for a few years. We discussed this option. Walt Evans made a motion to increase the amount to \$40 per hour in the new contract when it is ready, Toni Cecil seconded the motion. April, Walt and Toni voted aye, with no one opposed. The rate increase was approved.

Adjournment: 1:39 PM **By:** Lori Gates, Chair

Respectfully submitted,

Toni Y. Cecil, CISEC, CESSWI
INAFSM Board Secretary

APPROVED ON: _____
(*electronic file name here*)