1. Call to order (Yvonne)
   Yvonne, Karla, Fiona, Katrina, guest Amanda Close

2. Determination of a quorum
   9:12am

3. Discussion/Adoption of June 14, 2016 meeting minutes
   - Karla made a motion to approve June minutes. The motion was seconded by Fiona and approved unanimously.

4. Remarks by the President (Yvonne)- Updates from the SWS International Board meetings
   - In August, SWS board with the recommendations of chapter presidents and other international board members, decided to move forward with 2017 conference in Puerto Rico despite some concerns about the Zika virus. The conference location is in a well-treated area, and breaking the existing contract with the hotel would cause a severe financial loss. There is still some concern about low attendance. The hope is for at least 300 participants to break even.
   - Upcoming SWS meetings:
     Finalizing 2018 meeting for Denver, Colorado
     Mid-Atlantic chapter will host 2019 meeting
     2020 meeting in Quebec City in collaboration with SER
     2021 potentially our chapter hosts.
     In preparation for the intl meetings, hosting chapters put together a package that is submitted to the future meeting committee. There is a formal application with proposed venue, etc. The committee is trying to move that planning into the 3-4 year period. So we will start the serious conversations about that in 2018 or 2019.
   - Budget 2017, looking at worst case scenario for Puerto Rico, may cause a deficit of $150,000 for the organization in 2017
   - SWS is looking into investing 1.5 million in income from the past few years
   - This year starting in December, our chapter will expect to get $10 per member, instead of the current $5 per member

5. Secretary's report (Maki/Katrina)
   - New deadline for fall/winter Ooze News Nov 15. Katrina will send out a reminder to board members one week in advance.

6. Treasurer's report (Karla)
   - As of Sept 30, 2016:
     - Wintrust: SWSPNW = $50,623.97; for comparison, SWS = $377,797.08; Intl = $43,146.19; SWSMid-Atlantic = $11,865.39
- Town Bank Money Market = $3,088.32
- Town Bank Checking = $27,763.91
- Discontinued WA non-profit status as not to our benefit to pay the $10 filing fee with no longer any special tax exemption for WA sales tax.
- Submitted requested budget information to national, including 2017 budget
- Awarded $500 to each of two winners of the SWS Research Grant competition (Stephainie Saffouri and Alexander Rose). Extra $40 wire fee applied for Alexander.
- Dedicated $1,800 to student mentoring.
- Karla will send Katrina/Maki a treasurer’s report for the next Ooze News.

7. Reports of Standing & Special Committees?
   - Yvonne: The mentorship program now has funding from NSF. Our chapter is one of the chapters involved, so we will be continuing our involvement in that program.

8. Chapter Newsletter- Topics, and deadline for getting content to Maki/Katrina
   - Send any topic ideas or articles to Katrina/Maki by Nov 15.

9. Any other old business – Andy McMillan Scholarship, website updates
   - Scholarships:
     - Yvonne: Every year our chapter has generated about $1,000 from chapter meeting raffles, etc. to allocate toward student scholarships at chapter and intl levels. The student scholarship fund was named the Andy McMillan Scholarship a few years ago.
     - Karla suggested adding an online donation option for the scholarship, based on conversations with Andy McMillan’s wife.
     - Yvonne and Karla will arrange a call with Michelle Czosek to determine how to set up an online donation system.
   - Website updates:
     - Yvonne: SWS business office has increased their capacity, adding two more staff. Kara Miller joined the staff in August and can help chapters with website updates.
     - Karla: The website has a description of the lifetime achievement award but no information about the leadership award. Would like to distinguish between them and make info available online.
     - Yvonne: Most of our web content is at least one year old and needs to be updated. It would be nice if someone was interested in volunteering to update the website, and would work with Kara Miller.
     - Katrina has been working on updated some outdated web links on the chapter website.
     - Yvonne will work on updating the chapter website. Karla will send the board some draft language for award descriptions as well as Tom Hruby’s award write-up (from 2014). Katrina will send a list of updated web links to Yvonne. Yvonne will send all updates as a package to Kara to help with web updating.

10. New business – 2017 Chapter mini-meeting? 2018 potential joint meeting w/ SER Northwest (Spokane, WA or Cour D’Alene, ID)
    - Yvonne: Chapter mini-meeting probably in May 2017 timeframe. At this point we need to decide on a venue that is affordable and ideally reproducible. The Water Resources Education Center in
Vancouver WA has a room charge of $250/day and accommodates 150 people. We would do one day of talks, and potentially an additional day for workshops/field trips.

- Yvonne will organize a call in November to further discuss the mini-meeting, including deciding on topic and location. A few non-board members that have expressed interest in helping to plan will be included in the call, including Doug Gresham.
- Fiona will draft a poll on preferred topics and locations, with the help of Karla, then send to Yvonne to be sent to SWS Natl office to create it.
- Yvonne is in communication with SER-NW about a joint meeting in 2018, possibly in Montana. It may be in fall 2018, to avoid competing with the 2018 national meeting. Current discussion is around time and location. Yvonne will update the board as needed.

11. Adjourn
Karla made a motion to adjourn. Katrina seconded the motion. Adjourned at 10:12am.