

3/14/2016  
Minutes-SWCS WV Chapter  
Monday, 9:00 AM

Those present on the teleconference included Suzy Campbell, President; Melissa Merritt, Past-President; Becky Bowers, Secretary; Tom Basden and Peg Reese.

The meeting was called to order by President, Suzy Campbell at 9:07 AM.

**Treasurer's Report:** Suzy mentioned that the treasurer's report was sent to everyone to review. Melissa made a motion that the cd up for renewal be moved to the savings account. Seconded by: Peg. Motion Passes

**Secretary's Report:** The secretary's report was presented by Suzy for the month of February. Becky moved to accept the secretary's report as presented with one correction of the Agriculture Hall of Fame instead of the Agriculture Fall of Fame. Seconded by: Tom; Motion Passes.

**PayPal:** Melissa provided an update and information on attaching PayPal to our website for future use. She discussed that an area would need to be inserted for credit card information. PayPal standard to accept payment information and 2.2% charge because we are a non-profit organization and 30 cents per transaction. It would be 2.9% if we were not non-profit. No other fees nor a minimum fee or usage. They would need banking information, tax id, and a point of contact with a social security number. Suzy volunteered to use her social security information. She shared that it would be really nice to have this option on our website. Peg said it would be a nice way for others to donate to the scholarship fund too. Tom wanted to know what other chapters were doing. Melissa said she would check with other chapters and Akeny as Peg suggested. Melissa wants to check with PayPal also to see how often a social security number for authorization would be required. Suzy mentioned you can pay online for the International Conference. Melissa will report back to the chapter next month.

**Awards and Annual Report:** An achievement award nomination was submitted by Melissa for the GIS training held last year. Suzy will work on the annual report and submit it by March 16<sup>th</sup>.

**Ag Hall of Fame:** Jeff did attend and submitted a vote for us. He was not available for the teleconference today.

**Archived Files:** A lot of discussion was held as to how much storage we would need to archive our files. Would we need terabits, jump drives, external hard drives etc. Tom will check with IT at WVU for more advice. Suzy will research information at Best Buy to see what the options might be for external hard drives and jump drives. At this time archived files are only 120mb. Proposal was made to have 2 one would be used for a backup.

**International Conference Scholarships:** Information was presented on how to narrow down the selection for the scholarship for the International Meeting. It would be up to \$1,000 for registration. These would be yes or no questions and the last 2 would be in an essay format with a maximum of 250 words. Questions would be: first time attendee, active member, what are you hoping to learn, and why do you want to attend. This request or application should be submitted by April 29<sup>th</sup>.

**Training:** Manure Management Field Training, May 12, 2016 from 9am-4pm at the Gibson Dairy Farm in Bruceton Mills, WV. Suggestion was made to use pop up tents and have attendees bring a folding chair and we would have portable tables for lunch. Tom said Extension has several tents he could possibly borrow for the training. We will research information for food trays, cookies, and chips. Price to attend would be \$20.00 for non-member and \$10.00 for members. Tom will complete the agenda and get back to the organization to review. He proposed getting the agenda back to us before the end of the week. Suzy will then put it on the website for others to review. Suzy and Peg will work with Kroger to get pricing for food. Tom said it could be possible that he could absorb some of the food cost to help the chapter make more of a profit. Once we receive the agenda Suzy will submit for CEU'S. Peg will send an email to Louis Aspey about the upcoming training to give him a heads up about the proposed training.

Date for the next meeting/teleconference will be **Monday, April 11, 2016 at 9 AM.**

Motion was made to adjourn the meeting by Becky and seconded by Peg; Motion Passes.