

SASTE business meeting
October 7, 2023
Ziff Education Building, room 150
Florida International University
Miami, FL

Minutes prepared by: Jennifer Stark, Secretary/treasurer

Meeting began: 2:07 pm

- Introduce/recognize executive committee members: President Elect Rachel Gisewhite, Regional ASTE Representative Stacey Britton, Secretary/treasurer Jennifer Stark
- Meeting minutes from 2022
 - Motion to approve by Stacey Britton, seconded by Shana Lee
 - Friendly amendment-Typo in ASTE mission statement: “just AND equitable”
 - Motion to approve with friendly amendment by Stacey Britton, Shana Lee seconded
 - Motion to approve, all in favor
- Secretary/treasurer
 - Report of conference income and expenses
 - All funds are in Regions Bank and Paypal accounts. \$0 balance in Robins Financial account.
 - Paypal funds will be transferred to bank after the conference
 - Funds collected: \$3635
 - Estimate of conference expenses: \$1855.13
 - Estimated balance: \$2104.87
 - Preconference balance: \$8497.54
 - Large positive balance due to the free rooms at FIU
 - Need to keep balance below 10K for tax purposes
 - We still need to find an accountant, please send suggestions to secretary/treasurer
 - We will not give out the typical awards this year, no submissions received
- What should we do to use the excess funds?
 - Motion to provide travel award to cover registration for 2024 international conference for two graduate students who presented at SASTE 2023 by Shana Lee
 - Discussion:
 - Executive committee can add award to the bylaws
 - This award is just for this year due to the large positive balance
 - Would a 250 honorarium for help to defray hotel cost?
 - We could cover registration or just give a flat \$250 to defray any costs?
 - How can they apply? Google Form for executive committee to review
 - Do students need to have a conference presentation accepted? Preferably

- Works in progress proposals are due Nov. 1 for ASTE
 - Up to four awards, preferably students who have accept proposals at ASTE
- Motion for four travel awards of \$250
 - All in favor, none opposed
- Suggestion: Any awarded presentation from SASTE=>accepted presentation at ASTE
 - Could ask ASTE board to discuss at winter board meeting in January
 - Regional representative can add to her report
- ASTE in New Orleans
 - Volunteers needed for presidors and registration desk
 - Sign up online through ASTE website
 - Salt water intrusion in New Orleans, ASTE executive director has contacted hotel about concerns, they are planning for the worse case scenario and will have bottled water on hand if needed
- Past president award given to Dr. Shana Lee for 2022 SASTE
- President elect nomination: Dr. Natalie King
 - Call for additional nominations, none submitted
 - Motion to close nominations, seconded
 - All in favor, none opposed
- Motion to elect Dr. Natalie King, seconded
 - All in favor, none opposed
 - Reviewed responsibilities of president elect (3 year term, fill in for president if needed)
- SASTE 2024 will be at the University of Southern Mississippi
- Send notes of thanks to the secretary to compile for Dr. Butler for his keynote
- Question: How long are elected positions? Typically three years but some people have served much longer, particularly as secretary/treasurer
- Motion to adjourn
 - Stacey and John
 - All in favor, none opposed

Meeting adjourned : 2:41 pm