



SOUTHEAST SOCIETY FOR TRENCHLESS TECHNOLOGY (SESTT)

ANNUAL BOARD OF DIRECTORS AND MEMBERSHIP 2024 MEETING MINUTES

DATE: SUNDAY, APRIL 14, 2024
TIME: 4:00 PM – 5:00 PM
LOCATION: NASTT 2024 NO-DIG SHOW
RHODE ISLAND CONVENTION CENTER - ROOM 553 B
PROVIDENCE RI

INTRODUCTION. The meeting was called to order by Chairman Dr. John Matthews at 4pm. Everyone in the room introduced themselves. Executive Director Leonard Ingram passed out a package of info to each attendee, gave a short summary of the history of the SESTT, and discussed timing for him to step down on June 30, 2024. Victoria Cox, Regional Chapter Manager described her new role in SESTT assisting the various Regional Chapters, and discussed the transition upcoming for SESTT to an all-volunteer chapter, including future monthly calls with the Executive Board.

SESTT BOD ROLL CALL. Roll Call was taken based upon updated SESTT Elected Board of Directors 2024 issued April 14, 2024. ExD Ingram declared a Quorum was reached, nine (9) Directors were present, including J. Matthews (Chairman), D. Sackett (Secretary), and Board Directors D. Burton*, A. Costa, K. Hanson*, C. Ford, J. Kraft*, T. Stokes, and J. Williams*. Those with asterisks by their names are new to the Board of Directors for the 2024-2025 term.

Ms. Cox reminded that another Board candidate, Jon Cook was on the original nomination list but was inadvertently left off the voting summary that went out to SESTT members. A motion was made by D. Burton and seconded by J. Matthews to conduct a vote for Mr. Cook as a Board member for 2024-2025. All present voted “aye,” and Mr. Cook was added to the BOD.

APPROVE MINUTES. The Annual BOD and Membership Meeting Minutes from No Dig Portland Oregon April 30, 2023, were distributed to the Board of Directors. Chairman Matthews made a motion to suspend reading the minutes before conducting a vote, which was seconded. The minutes were approved verbally and unanimously.

EXECUTIVE BOARD ELECTIONS. Election of 2024-2025 Executive Board was held. Nominations were taken and votes conducted, and the following individuals were elected as Officers for 2024-2025.

Chairman:	Dave Sackett (1-year term, renewable one additional year)
Vice-Chairman:	Jimmy Stewart (Mr. Stewart remains from the 2023-2024 term)
Secretary:	Blake Wyatt (1-year term, renewable one additional year)
Treasurer:	Troy Stokes (3-year term, renewable three additional years)
Past-Chair:	John Matthews (until current Chairman steps down)

Both current Chairman Matthews and new Chairman Sackett expressed appreciation for the confidence of the Board, and their desire to continue working together to grow the SESTT.

SUMMARY OF 2023 SESTT ACTIONS AND ACTIVITIES. ExD Ingram proceed to review documents passed out to all Directors for the meeting. These included:

SESTT Annual Report, which ExD Ingram read to the BOD.

Seminar Analysis, which was briefly discussed by all.

Financial Report, which was discussed by ExD Ingram. Mr. Ingram confirmed that currently about \$1500 are in the SESTT bank account. Mr. Ingram and incoming Treasurer Stokes will work together in the coming weeks to transfer the existing account to be managed by Treasurer Stokes.

The BOD discussed briefly the intention to hold our next SESTT seminar in the greater Atlanta area, hopefully at public facilities of one of the local W/WW municipalities. The target of having the seminar held in late October or early November 2024 would be preferred. ExD Ingram briefly discussed 2023 seminars held in Baton Rouge, LA and Raleigh, NC and agreed that the model to hold seminars at public facilities appeared to be a more profitable option for the future.

Regarding the SESTT webpage, ExD Ingram agreed with Ms. Cox to transfer responsibility of managing the webpage to the NASTT, effective next week.

SESTT Journal. Mr. Pattison of A to B Publishing, advised that the 2023 edition was delayed to publication until March 2024. All BOD members agreed that the goal would be to have the publication issued in conjunction with the SESTT Seminar, in Q4 2024. Mr. Pattison advised that approximately \$1700 was raised for the SESTT from revenues of the 2023 publication. In the future, SESTT hopes to increase participation in the journal, including additional advertising and technical articles.

OLD BUSINESS. Ms. Cox confirmed that the latest version of the SESTT Bylaws has been provisionally approved by NASTT in accordance with their new procedures. Chairman Sackett stated that this version of the Bylaws is ready to be sent out to the new BOD for approval. No additional edits will be considered, and adoption of the updated bylaws will be approved by simple majority of the BOD. The bylaws will be emailed to all BOD members this week, with approvals requested by the end of April 2024.

NEW BUSINESS. Several items of new business were discussed:

- 1) The next in person Board Meeting will be conducted at No Dig 2025 in Denver, CO.
- 2) Chairman Sackett suggested four new committees be formed, and solicited volunteers from amongst the BOD and attendees. The following committees were formed (note the Chairman and Vice Chairman will assist committees as needed). The committee lead as suggested below by Chairman Sackett is in **bold** and non-BOD members are shown in *italics*.
 - a) Nominating Committee (**C.Ford**, J. Matthews, D. Burton)
 - b) Events (**K. Hanson**, J. Williams, J. Cook, *Mark Pierson*)
 - c) Publication (**A. Costa**, B. Wyatt, D. Burton, J. Matthews, *Paul Armstrong*)
 - d) Student Support (**J. Kraft**, J. Matthews, *Kyle Williams*)
- 3) Due to short time remaining for the meeting at this point, no discussion of the action items for each committee was conducted. The Executive Board will be reaching out to the committees in the near future, preferably by the end of April.

CLOSE OF MEETING: A motion to adjourn the meeting was made by A. Costa, seconded by J. Matthews. At 5:05pm the meeting was adjourned.