

**Minutes of the Meeting of the Executive Committee**  
**March for Science – Birmingham, AL**  
**5:30pm 7 March 2017**  
**BRBB 258**

Officers Present

Marvin Bowlin, Secretary of the Executive Committee and Acting Chair

Matt Godwin, Director of Logistics and Planning

Nicole Watkins, Director of Outreach

Doug Watkins, Webmaster

Emily Capilouto, Interorganizational Cooperation Coordinator

Opening Remarks

- The meeting was called to order at 5:30pm.
- Secretary Bowlin informed the committee that GASP had agreed to be the March's fiscal sponsor.

Reading of the Minutes and Agenda

- The minutes from the previous unreported meeting on 17 February 2017 were read. A motion to amend the minutes to reflect the appropriate time of adjournment at 8:30pm was made by Director N. Watkins and seconded by Director Capilouto. The motion passed unopposed.
- The Agenda was read by Secretary Bowlin.
- Motion to amend the Agenda to change Old Business to Unfinished Business was made by Director Godwin. The motion did not receive a second and failed to proceed to vote.
- Motion to amend the Agenda to add subsection "e. Doug" to Reports from Committee was made by Secretary Bowlin and seconded by Director N. Watkins. The motion passed unopposed.
- Motion to amend the Agenda to move New Business subsection b., Election of the Chair, to Section III and move Secretary's Desk down to Section IV made by Director Godwin. The Motion did not receive a second and failed to proceed to vote.
- Motion to amend the Agenda to switch "New Business a. Amendments to the Rules of Order" and "New Business b. Election of the Chair" made by Director Godwin and seconded by Director N. Watkins. The motion passed unopposed.
- Motion to amend the Agenda to move Reports from Committees to Secretary's Desk and renumber accordingly was made by Director Godwin and seconded by Director N. Watkins. The Motion passed unopposed.

- Motion to amend the Agenda to flow as “Section II. Old Business, Section III. New Business, Section IV. Secretary’ Desk, Section V. Reports from Committee” made by Secretary Bowlin and seconded by Director N. Watkins. Motion passed unopposed.

#### Old Business

- Directors Godwin, N. Watkins, Webmaster D. Watkins, and Secretary Bowlin attended a meeting with GASP, who agreed to become the fiscal sponsor of the March for Science – Birmingham, Alabama. A fiscal sponsor agreement was signed by Director Godwin and GASP Executive Director Michael Hansen, and is available for study by request from Secretary Bowlin, or on the Google Drive in the Secretary’s Desk folder.
- Secretary Bowlin will be responsible for authorizing all expenditures from the fiscal account. Secretary Bowlin will be meeting with GASP later this week to establish an account specific for the March’s funds, and will maintain records of all income and expenditures.
- Secretary Bowlin advised the committee members to reserve their receipts for reimbursement purposes. Director N. Watkins inquired as to if electronic receipts would be acceptable. Webmaster D. Watkins pointed out the electronic expenditures for the server costs and Facebook T-shirt advertisement boosts. Secretary Bowlin requested that electronic copies be maintained and, when possible, physical copies as well.

#### New Business

- Motion to Elect to Chair was made by Director Godwin and seconded by Secretary Bowlin. Director N. Watkins nominated Director Godwin for Chair. Webmaster D. Watkins seconded the nomination. Director Godwin accepted the nomination. No additional nominations were submitted. Director Godwin was elected to a tenure as Chair of the Executive Committee.
- Director Godwin assumed the duties and roles of Chair from Acting Chair Secretary Bowlin.
- Motion to Amend the Rules of Order made by Secretary Bowlin:
  - A) Strike “Inter-Organization Cooperation” and “Treasurer and Webmaster” from Rule 1.1 and replace with “Alabama Network Coordinator” and “Lead Network Administrator and Web Developer”.
  - B) Strike “distribute it twenty-four hours before the scheduled meeting” from Rule 5.1 and replace with “distribute it by means of an online or electronic system.” Strike “request changes to the agenda if submitted six hours prior to the meeting” and replace with “alter the agenda up to one hour prior to the start of the meeting.”
  - C) Strike “or Treasurer” from rule 4.5.

- D) Add “scheduling meetings of the Executive Committee and securing meeting locations,” to Rule 8.1 just after “The Chair of the Executive Committee will be responsible for”
- E) Strike Rule 8.4 entirely.
- F) Strike “for scheduling meetings of the Executive Committee;” and “twenty-four hours in advance” from Rule 8.3 and add “for maintaining all financial records and receipts;” and “for authorizing all expenditures and reimbursements from the organization’s expense account;”.
- G) Add Rule 9 before the current rule 9:  
“Rule 9: Finances, Expenses, and Reimbursements
1. Monetary expenditures will be requested by the committee in a budgeting vote and authorized by the Secretary. Individual Directors may request expenditures to the committee out of session and, with majority approval, the Secretary may, at his or her discretion, authorize the expenditure.
  2. Reimbursements will be handled in the same manner as monetary expenditures.”

Motion to adopt the proposed amendments made by Director N. Watkins and seconded by Coordinator Capilouto and Director Godwin. Amendments adopted by unanimous consent.

- Motion to recess the meeting for 5 minutes was made by Secretary Bowlin and seconded by Director Watkins. The motion was passed with unanimous consent.
- Meeting recessed at 6:59pm.
- Meeting resumed at 7:04pm.
- Director Godwin discussed the importance of subcommittee formation and urged members of the Executive Committee to quickly form their own subcommittees. Director N. Watkins observed her subcommittee would be “rent-a-committee” as Coordinator Capilouto’s purview often overlapped with her own. Director N. Watkins also inquired as to the nature of the subcommittee’s operations, with specific emphasis on the occurrence of a rouge subcommittee member. Director N. Watkins gave the example of a subcommittee member saying the organization was extremely liberal to a friend and that information being spread to the public, and how that situation should be handled. Coordinator Capilouto’s advise was to maintain the speaking points prepared in the press package. Director Godwin emphasized the autonomy of each Director over their subcommittee and the

ultimate responsibility for what comes out of the subcommittee falling on the Director of the subcommittee. Secretary Bowlin echoed Director Godwin's statements and added that a director has the prerogative to fire or retain a subcommittee as he or she sees fit. Secretary Bowlin remarked that Directors have complete discretion.

- A motion to bring new business before the committee, regarding the Facebook Message received from Mercedes Daimler, was made by Director N. Watkins and seconded by Coordinator Capilouto. The motion was adopted by unanimous consent.
- Coordinator Capilouto suggests following up on this, adding the importance and presence of Mercedes in the Birmingham Metro Area.
- Director N. Watkins says that Director Hirschy, Director of Communications, has done environmental work with them before. She further supported reaching out to them and seeing what the "ask" was, so that we could make a call as to the nature of the relationship requested and the benefits and risks associated with it.
- Coordinator Capilouto will send a non-committal wording to Director N. Watkins to tweak for use with Mercedes.
- Secretary Bowlin is enthusiastic about working with Mercedes and expresses hope that, by obtaining a Mercedes partnership, we can demonstrate the universal nature of our movement on Governor Bentley and pull him to attend or at least endorse our event.

#### Reports from Committees

- Coordinator Capilouto distributed an update document which will be available on the Google Drive. Discussion was had in line with the document. Secretary Bowlin offered to drive to Mobile and Montgomery to help organize their events, with the assumption that the committee would approve reimbursement for his expenditures.
- Director N. Watkins eagerly expressed a desire to do an event with Saturn, a bar by Avondale Brewery which acts as a fusion of nerds and beer fans.
- Director N. Watkins also met with Lindsey of the BYDs recently. Next week, Tuesday, March 14, the BYD will be hosting an event upstairs at Pale Eddie's pub. Lindsey invited us to sit up a table to cross-promote our event. Director N. Watkins expressed a desire to have an event ready to go that could be advertised at the table next week. She suggested a scavenger hunt at a local nature trail or garden. Secretary Bowlin suggested Aldridge Gardens. Further discussion led to the suggestion of an event in Railroad Park. Secretary Bowlin expressed concern about needing a permit or some other city licensing, but Director N. Watkins and Coordinator Capilouto advised it would not be necessary.

More discussion into the planning of the event will be necessary, specifically regarding prizes and clues.

- Discussion was held on reaching out to community organizations like McWane's Foundation, Avondale Brewery, Lucy's Coffee and Teas, the Abbey Coffee Shop, etc. for gift cards and prizes for various events we'll be hosting.
- Motion to postpone discussion of remaining materials until the next meeting was made by Director N. Watkins and seconded by Coordinator Capilouto and Secretary Bowlin. Motion passed with unanimous consent.
- Motion to adjourn was made by Director N. Watkins and seconded by Director D. Watkins. Motion passed with unanimous consent.
- Meeting adjourned at 8:00pm.

Respectfully submitted

Marvin Bowlin,  
Secretary