

**NEBRASKA SECTION AWWA
BOARD MEETING MINUTES
September 17, 2009**

The September board meeting was called to order at 9:40 a.m. by Bruce Dvorak at the Olsson Associates Lincoln office. Those present were: Eric Lee, Rich Koenig, Teresa Konda, Mary Poe, Doug Woodbeck, John S. Olsson, Bruce Dvorak, Rob Pierce, Craig Reinsch, David Lathrop. Conference call attendees were: Mike Wentink, Mari Matulka, Kevin Tobin and Justin Stine.

Bruce asked members to review the draft minutes from last meeting and asked for any comments. Bruce noted the draft minutes needed to be changed to reflect that the next board meeting would be September 17, 2009 and the November 4, 2009 board meeting would take place after the business meeting at the Fall Conference. Rob Pierce made a motion to accept the minutes with the changes outlined by Bruce. Motion seconded by Teresa Konda with all members voicing approval.

Treasurer's Report

Rob Pierce distributed the accounting summary that listed checks, deposits and balances for checking and savings accounts. Rob also provided a summary sheet for the last Fall Conference that showed income, expenses, and disbursement of income.

- The \$5,000 check from National for WARN has been deposited as of September 10, 2009.
- Received a check for \$2,103.53 from NWEA for last year's Fall Conference.
- \$4,500 was received for advertising in the 2010-2011 membership directory and 2010 Wise Water Words. We will receive an additional \$1,700 from advertisers for 2010 publications for a total of \$6,200.

Rob stated the income from 2010 advertising needs to be carried over to next year's budget. Bruce mentioned that the audit committee would work with Rob on this and the changes coming for taxes next year. Eric Lee motioned to accept the treasurer's report. Doug Woodbeck seconded the motion and all members approved.

Director's Report

Tony Bilek was attending the South Dakota Section AWWA/WEA annual meeting and forwarded his report to Bruce.

- Jerry Stevens of West Des Moines Waterworks is running for the national president and Tony will serve on his election team.
- The webcast on the impacts of H1N1 virus on communities is available free of charge and webcast schedules can be found on the website.
- Membership usually stays around 59,000, however AWWA lost about 2,000 members through July and August. Even though the economy has impacted membership, we need to promote AWWA as an association that pays dividends even in tough economic times.

A motion to accept the director's report was made by Doug Woodbeck. Seconded by David Lathrop. The motion to accept the director's report was approved by all.

Committee Reports

Archive and History — No report other than Rob said the committee has had trouble accessing the Nebraska State Historical Society website for their archive research because this website is currently down or out of service.

Audit — Bruce and Rob will get together to discuss budget/finance issues as outlined in the treasurer's report.

Awards — Doug Woodbeck reported that six WISA, one Meritorious Operator, four Lifetime, three Golden Drop and one Outstanding Volunteer awards have been completed and the respective

pins/plaques/certificates have been ordered. Eric Lee reported the Fuller Award pin has been received and the past section chair award and pin have been ordered.

Budget — No report other than the information submitted in the treasurer's report.

Cross-Connection — Two training sessions have been completed. The Ogallala session had 20 participants and the Grand Island session had 35. Attendance was deemed slightly down due to the economy. The remaining two sessions will be held next week in Beatrice and Wayne.

Education — Mike Wentink reported that John Keith, Lincoln Water System, is now a member of the Education Committee. The pre-conference registration form was mailed and Mike received an inquiry phone call. Mike will coordinate with Steve Owen, Lincoln Water System, concerning the 2010 Pipe Workshop since a date and location have yet to be determined. A conference call will be held next week between national and the sections on how national is focusing on enhancement of distance learning capabilities for members.

Fall Conference — John Olsson informed the group that the Fall Conference flyer with registration application was mailed. John pointed out that we need to see heavy involvement by the committees for recruitment at the Fall Conference. Jerry Obrist and Bruce Dvorak had similar discussions on recruitment. John proposed a poster board be designed, listing the committee chairs and displayed at the conference, especially at the Young Professionals mixer. Craig Reinsch proposed making some type of ribbon attachment to individual name tags to let people know they were a committee member.

Rich Koenig brought up the subject of cell phone etiquette at the Fall Conference sessions. Rich has observed other organizations instituting a policy that announces the consequences of cell phones ringing during active sessions at meetings or conferences. The idea is for every cell phone ring interruption, the offender would have to donate \$20 to the NSAWWA scholarship or Water for People fund. This is in an effort to remind people to turn their ring tones off during active sessions, to improve cell phone courtesy and etiquette, and is an opportunity to generate revenue for these two funds. All members present seemed interested in the idea, however the logistics would have to be developed.

Fuller Award — Mari Matulka, a member of the Fuller Award Committee, said the committee has selected an awardee.

MAC — Tony sent his committee report which stated that exhibitor invitations and contracts were mailed and posted on the website. He has received about 25 contracts. Tony will get the award for "Best of Show" for the best vendor exhibit. The plaque is about \$60. Tony is looking for volunteers from the YP Committee and any students at the conference to serve as judges for this award.

Membership — No report.

Nominations — Kevin Tobin gave a brief summary that the nominations have been made.

Public Information — Mary Poe said the committee needs to develop more details on the water tasting contest. She stated the Facebook site is getting some responses, however would like to work with and get some input from the YP Committee on the Facebook site.

Publications — Mari Matulka provided a report on publishing costs for Wise Water Words — \$9,668 this year vs. \$11,329 for 2008. The cost reduction was achieved by reducing the number of pages printed per issue. Wise Water Words advertising income for 2008 was \$5,675 and in 2009 was \$6,800.

From August 17 through August 31, solicitations for advertising in 2010 publications were mailed to 30 vendors. So far advertising income is at \$4,500 with \$900 for the 2010-2011 directory and \$3,600 for Wise Water Words. We have commitments from vendors for another \$1,700 bringing the total for 2010 publication advertising to \$6,200.

A summary of the section's website activity was provided, and so far the number of inquiries on the website are on track with last year's. Most hits to the website are for jobs and the directory.

Safety — Rob Pierce said the safety awards to be distributed at the conference are ready.

Scholarship — Bruce Dvorak noted he would submit his committee SOP to Teresa soon and was wondering if the current application is sufficient to continue to use since the scholarship review will begin shortly.

Small Systems — David Lathrop reported the Small Systems Committee was still trying to get a seminar scheduled for the northeast part of the state since there have not been many in this area, perhaps a webcast if the timing works out. They also are trying to get a seminar scheduled in the west central part of the state.

Student Activities & Research — Bruce Dvorak reported that all the new officers of the committee are in place and he will solicit help from the committee members for the next WFP/WEA golf outing. The student group meets September 23, 2009.

Water for People — Craig Reinsch inquired if it would be possible to have some table space for an unstaffed WFP spot at the Fall Conference. John Olsson will check with Kathleen Alexander on this issue, however it doesn't seem to be a problem.

Craig shared a new version of the MOU between NSAWWA and WFP. The last version of the MOU was July 12, 2007. The only change in the new version is that once you begin to donate to WFP, you continue and you don't need a new MOU to do so. A signature by the Section Chair and the WFP Committee chair is needed and then the document sent to WFP for signature by its executive director. Eric Lee made a motion to accept the new MOU and have the required Section members sign. Rob Pierce seconded the motion and voice approval by all was obtained. Also raffle tickets for the conference are available.

Water Utility Council — No report, however Bruce Dvorak visited with Jerry Obrist about seeing if the board members can reach out to medium and small systems to be represented on the State Water Utility Council Committee. Consultant membership would be okay, however the committee would really like to see the medium and small systems participate and Jerry would be happy to visit with anyone interested.

Young Professionals — Twenty-four people attended the paint/coatings presentation and social. It was noted that maybe a third of the attendees were non-engineering personnel and it was a good session. The committee doesn't have anything planned before the Fall Conference with the exception of maybe a conference call.

Old Business

- Two issues were raised with respect to the Bylaws:

- 1) Should the wording on quorum read "A quorum of the Board shall consist of at least or greater than 50 percent of its members". This change was not deemed necessary in this submission of change in Bylaws, however could be considered next time.
- 2) The number 5 will be struck from the wording on quorum. The corrected version concerning changes in Bylaws has been e-mailed.

Approximately 144 members do not have an e-mail address and Bruce will mail hard copies to these individuals. These last changes to the Bylaws will be reviewed and voted on at the business meeting during the fall conference.

- The issue of how to solicit new trustees and when to vote on trustees was discussed. Bruce will ask if anyone is interested in being considered for these trustee positions at the business meeting and if so, to contact Bruce or John Olsson by the end of November. It also will be announced that others can nominate individuals. If we get more than two nominees (we likely will), then the Nominations Committee will compile a list of possible candidates and briefly visit with each possible candidate. The Nominations Committee will bring a list of all the names and share their thoughts on candidates to the board meeting in March 2010. Provided the Bylaw changes are approved by National, the Board then will vote on the candidates to be selected as new trustees.
- Mike Wentink gave a summary of the survey results via the phone. The contractor has reported a return rate of 28 percent, which is good as they expected no better than a 25 percent return rate. Mike will give a presentation at the fall conference on the survey and what implications it may have on the water industry in Nebraska. It also was noted that Brian Bakke of NWEA was given the summary of the survey.
- Teresa Konda provided a copy of the minutes from the last retreat. A copy of these minutes will be included in the September Board meetings minutes.
- John Olsson brought forth the topic of the dignitary dinner and asked the Board to come to a decision on who will be included on the invitee list. It was decided that the committee chairs would be invited, however alcohol would not be a covered expense at the dinner, with the exception of the dignitary and spouse. Eric Lee made a motion to accept. Seconded by David Lathrop. All members voiced approval.
- A question was posed if the past-chair breakfast could be paid with fall conference money due to budget concerns. The answer was "Yes," however John Olsson would need to get a room separate from the operator's breakfast.
- The issue of cash awards was discussed. Rich Koenig proposed to have a disclaimer that says something to the effect of "The winning individual(s) must comply with their employers applicable regulations concerning these winnings." Since a receipt is required for award winnings as a 901(C) Corporation, it was suggested the disclaimer be put on the receipt of winnings. Doug Woodbeck motioned that Rob Pierce develop the disclaimer language in time for the fall conference. Teresa Konda seconded the motion and all voiced approval.
- Doug Woodbeck had a question about how quickly the grant money for WARN needs to be utilized. Rob Pierce responded that it should be used by December 31, 2009. Doug assured the board it would be and WARN would issue a statement of expense to the treasurer soon.

New Business

- Bruce Dvorak said he was going to make contacts to form an ad hoc committee on the 2 percent and will report to the Board at the January meeting
- FYI. The Regional Meeting of Section Officers will be held March 5-6, 2010 in Arizona. The city to be determined.
- The next board meeting will be held November 4 at the Fall Conference, following the business meeting.
- Bruce Dvorak asked for any other input and when none was made, Eric Lee made a motion to adjourn the meeting at 11:35 a.m. Dave Lathrop seconded the motion and it was approved by all.