

## Nebraska Section AWWA 2019 Summer Retreat

Date: July 11, 2019 - 9:00 AM

Location: Mahoney State Park - Ashland, NE - Peter Kiewit Lodge - Cedar Room

Attendees:

Milo Rust  
Brittany Travers  
Mary Poe  
John Keith  
Bruce Dvorak  
Teresa Konda  
Marc Rosso  
Mike Koenig  
Rich Koenig  
Kevin Tobin  
Mike Wentink  
Brian Gongol at 10:30  
Craig Reinsch at 12:00

Introductions were made and a few housekeeping items were announced.

Mary indicated that we are following Robert's Rules of Order well, so a review is not needed at this time.

A sheet of current board members and committee chairs was handed out, along with their contact information. We currently have 355 Section members, and they are the reason we do what we do.

The Section's Strategic Plan, which was adopted in January 2015, was distributed and discussed. The mission statement, and five listed goals, are what guides our association.

\*Strategic Plan attached

The Section Bylaws were distributed. Mary provided a summary of the May Section Services Leadership webinar "Updating Your Section Bylaws, Why It Matters and How to Do It the Easy Way". Key points include:

- Our Section bylaws are closely related to the Association Bylaws and are in the same format
- Our bylaws were last updated in January 2016
- The Association needs to review and approve any changes, and this is approximately a 9-month process

- The Association has some resources available for help with the bylaw change process
- Recommended that bylaws be reviewed annually and analyzed for possible revisions every five years
- Bylaws should be flexible enough to allow for future changes
- There is a big difference between bylaws and policies and procedures
- Indicate the governance procedures in bylaws and the specifics in policies and procedures
- It may be time to review our bylaws for revisions
  - Section 3.2 add the word “Association” to the Board Policy Manual
  - Section 7.4.3 possibly revise the Treasurer term (3 years?) and make the “alternating years” phrase more of a policy rather than set in stone in the bylaws (or make it more general in the bylaws)
  - Section 11.5 look at the use of the word “policy” in this section

Scott Fuhrman of Stifel Financial spoke about the Section’s investment portfolio and distributed a portfolio summary. We have almost \$2,000 in cash earnings that we need to decide when and where to reinvest. There was discussion regarding at what level of earnings should we automatically reinvest? No amount determined at this time. Will discuss at next board meeting.

Maggie Vulman, AWWA Section Relations Manager, joined via remote connection. Key points include:

- AWWA organizational chart
- Affiliation agreement – framework for Association and Sections to work together to become One AWWA, protect assets, carry out mission
- safeguarding our non-profit status – work closely with the Association, being careful about political and lobbying activities
- Charitable contributions
  - Taxpayer should obtain receipt for single contribution over \$250
  - Charity should provide receipt/documentation to donor who receives goods/services in exchange for single payment over \$75
  - Brian put together a draft of a receipt template we could use

\*Maggie’s presentation slides are attached

Bruce led a short discussion about committee and officer SOPs. These are located on the Section website and need reviewed and updated, which should be done every 3-5 years. Some of the event SOPs are included with the committee SOPs and some aren’t. It was recommended to include the event SOPs on the website for the corresponding committee. Milo will send out a request to committee chairs to review their SOP and suggest any changes.

Mary led a discussion about succession planning for the Section. This planning is important and will help identify new Section leaders. There are many leadership qualities to consider and we should be thinking about this throughout the year. Not all trustees need or want to continue on the board and move up the ladder, but we need to ensure that a couple of them do. If we identify people who we think would be a good fit and want to get involved, invite them to join a committee.

Leadership terms were discussed, but no changes made at this time. The Treasurer can serve a second two-year term if more time is needed to learn the ropes and feel comfortable in the role.

Leadership development and workshop attendance was discussed. There is budgeted funds for these learning opportunities, which sometimes go unused. If an employer will cover part or all of attendance to a national meeting or workshop, then those funds should be used first. Travel reimbursement will be for budgeted amount unless the board approves an overage amount.

A discussion was held regarding having an AWWA representative on the NRCS sub-committee. This state-wide committee prioritizes projects related to the farm bill and the drinking water sector should have a representative. Bruce made a motion to ask Ryan Hurst if he would be interested in filling the role. Motion seconded by Craig with all in attendance voting aye. The membership should be kept informed of developments with this sub-committee.

Brian Gongol developed and shared a “Time and Talent Survey” to send out to Section members to see who might be interested in becoming involved.

Retreat concluded at 3:30 pm.

\*Mary’s presentation slides are attached