

Draft - NS-AWWA Annual Business Meeting Minutes

Meeting Date: **November 6, 2019**

Location: Younes Conference Center, Kearney, NE

Milo Rust called the meeting to order at 1:33 PM

**ROLL CALL:**

Board members present:

Board Chairman: Milo Rust

Chair Elect: Brittany Travers

Vice Chair: Mary Poe

Treasurer: John Keith

Secretary: Craig Reinsch

Director: Teresa Konda

Past Chair: Eric Melcher

Trustee: Marc Rosso

Trustee: Ryan Hurst

Trustee: Brian Gongol

Board members absent: Mike Koenig

Committee Chairs present: Adam Darbro, Brian Gongol, Dale Jacobson, Bruce Dvorak, Larry Schmidt, Dennis Watts, Rob Pierce, Hayden Delay, Chad Roberts, Mitch Klein.

Others present: Mike Wentink, Doug Woodbeck, Mary Gugliuzza (AWWA).

**Approval of November 2018 Annual Business meeting minutes:**

Brittany Travers made a motion to approve the November 2018 Annual Business meeting minutes, Rick Melcher seconded and the motion carried with all present voting aye.

**Chairman's Report:**

Milo thanked everyone for their support this year and for stepping up to help when needed. The year went well and he was honored to serve as the Chair. Milo welcomed the visiting dignitary Mary Gugliuzza.

**Director's Report:**

Teresa gave the following highlights of the Association:

- No formal director's report was provided.
- Teresa thanked those who worked hard to put the conference together, and we should be proud.

**Treasurer's Report:**

John attached a budget and treasurer's report. A revised October 2019 Treasurer's Report was provided, and the Stifel investment account documents were made available via hard copy.

The total of the checking, savings, and pipe workshop accounts is \$64,843.78 as of October 31, 2019. The Stifel investment account sits at \$85,264.98 on October 31, 2019, for a total of \$150,108.76 for all accounts. The pipe workshop account was closed and a new account has been set up for the fall conference when NSAWWA is the lead. This year, the Section converted certificates of deposits total of \$80,000 to the current amount, and more interest is being earned. Specific account details are available for review, if desired. Notes were received from the Water Equation for the donations received from the Section. Membership in the 1881 Society card was provided. A tie was also provided by AWWA, which was worn with pride at the evening banquet.

Budget information included is the 2019 fiscal year budget in the packet. The 2018 audit is being completed, as are the 2018 tax returns. The taxes will be completed by November 16, 2019. John appreciated responses received on next year's budget entries. There are a few committees that have yet to submit their budgets. The goal would be to approve the budget at the January 2020 board meeting. So far, the next income is \$6,823.15 for 2019.

Marc Rosso made a motion to approve the Treasurer's report, the motion was seconded by Ryan Hurst, and the motion carried with all present voting aye.

See attached checkbook ledger activity and approved 2020 budget for reference.

**Committee Reports:**

**Archives & History:** No report provided. A clarification was provided that the joint fall conference has been occurring since October 1967.

**Audit:** Next audit will be completed in November 2019.

**Awards:** Several awards will be announced at the banquet, including one WISA, one Outstanding Supervisory Award, 4 Silver drop awards, and 100 year service award. Dennis Watts will be resigning as chair, and Doug Woodbeck will be taking over as the new chair for this committee.

Report is attached.

**Budget:** No additional discussion was added to the previous information provided.

**Cross Connection:** Report is attached. The 4 backflow workshop dates for 2020 were not included but will need to be coordinated.

**Education:** A report was provided. Fifteen (15) water workshops occurred this year with 310 participants, or 370 including speakers and DHHS reps. Four more workshops are scheduled this year. 21 workshops are scheduled for 2020.

A Small Systems Workshop was conducted in May and had 73 participants with 58 small systems represented. Another workshop will be held in the Spring of 2020.

USDA Phase 2 small systems training was provided as part of the pre-conference, with 58 attendees, 39 small systems represented. The room was packed, with good attendance. John thanked Mike Wentink who helped to coordinate these events. John also believes that the Nebraska Section is #1 in small systems attendance per capita. With the USDA grant deadline for training being September 2020, it may not be possible to have the pre-conference training with this program.

John would like a new Education Chair to replace him. Milo suggested that John talk with Tom Menke as a possible replacement.

**Fall Conference:** No So far it has gone well, though 1 speaker was a no-show. So far everything has gone well. Brittany thanked everyone who helped make it possible.

**Fuller Award:** There will be an award tonight at the banquet. A discussion was held about having the Board cover the room of the awardee's family, and this has not been done in the past. The meals are provided by the Section for the family. If this becomes an issue, it could be brought up to the Board for consideration.

**Manufacturers/Associates Council:** No report provided.

**Membership Engagement & Development:** Marc introduced Larry Schmidt (Diamond Pipe) and Mitch Klein (JEO) as the new co-chairs. Current membership is 363, and an uptick normally occurs around the fall conference. This is close to the highest it has been. The highest membership mark is 365, which may be surpassed with the latest UNL drive. Things are going well. Marc went to ACE this year. Plan on getting membership shirts for the new chairs. Brittany will work to reappoint chairs for committees. There are a few new board members who didn't get in on the new shirts. This will be a topic of discussion for new business.

Report is attached.

**Nominations:** The list of nominations for the 2020 Board was presented. Nominations from the floor were asked for, the required three times, but none were made. The following recommendations for open offices were made by the committee:

Chair-Elect: Mary Poe

Vice-Chair: Craig Reinsch

Secretary: Marc Rosso (remainder of Craig's 2-year term) – appointment as part of Board Meeting immediately following the Business Meeting.

Treasurer: John Keith

Trustee: Adam Darbro

Doug Woodbeck made a motion to approve the Nominating Committee's slate of candidates as presented, the motion was seconded by Brittany Travers, and the motion carried with all present voting aye.

Other items included a welcome to the new board members and reminded about the Past Chair's breakfast tomorrow morning. A question was asked about how new or potential volunteers are vetted to be included in the next round of board nomination. A spreadsheet has been started and a talent or interest survey is being circulated. The online survey has vetted with minimal response received, others are being collected at registration though an update on numbers has not been confirmed.

**Public Information:** Four committee members are present and involved. Similar work was completed this year to previous efforts. The proclamation signing occurred in May 2019. Eleven samples submitted for today's tasting contest, with one anonymous. The awards will be issued tonight. About 42 posters entered in children's poster contest, which are currently on display. Door prizes will be given at water-tasting contest later today. SOP revisions were submitted. Nebraska Section Facebook has 294 fans at last check. Similar plans are in place for 2020. A budget request was provided.

Report is attached.

**Publications:** Minimal printing efforts have been provided. Brian will need some help to get information printed due to time commitment required to get things to print. On-line submissions have been the focus. Formatting, posting, etc have been a challenge. Several messages have been received from firms wanting to be outside contractors to provide this service. This doesn't save much time for the committee, but adds another party to the process. Another option may be to continue with an electronic focus to Wise Water Words.

Report is attached.

**Research and Student Activities:** A report is provided. The students have been very involved. A meeting was held after last year's conference (2018). The students have worked with the YP committee for several tours, including the MUD Platte West in March, a Theresa St. WRRF tour, and supporting AWWA and NWEA golf activities. The students have also collaborated with NWEA to continue the mentoring program started last year. There are 28 students involved, which is a fantastic opportunity to provide more information about the organization. Dr. Xu Li has passed the torch back to Dr. Dvorak, who will again be the chair.

**Safety:** Twenty (20) water workshops were held this past year. Work zone workshops with LTAP were also held. Five safety awards will be awarded tonight. Committee continues to provide safety topics for water operator workshops.

Report is attached.

**Scholarship:** Four Leisen scholarships will be awarded tomorrow at the joint lunch. One OAOS awardee was made during lunch today. T-shirts were or will be given to scholarship recipients.

Report is attached.

**Small Systems:** A report was provided in the packet. 3 workshops with approximately 50 attendees total were held. Adam asked for assistance to obtain new committee members. No meetings have been held. Minimal response has been received. Ryan Hurst said that he would continue to assist.

**Top Ops:** A report was provided. Not much has changed since the last time. A committee meeting will occur at this year's conference. Chad has reached out to other sections about the Top Ops response, and they seem to have similar lack of interest at the conference. New ideas will be discussed and brought forward at the January 2020 board meeting.

**Total Water Solutions:** The committee is 1 year old today. There are 5 committee members. Mother nature undid the committee's plan with the March 2019 floods, so not much was completed in the last year. TWS at the National level is approximately 5 years old, that water is water. All sections have been encouraged to have a TWS committee. One initiative was to talk about water reuse for beneficial use. At Nebraska, there isn't much need

for it locally. The committee is looking for other ideas. One item to consider is to meet with NDEE to get a person from their staff on the committee. NWEA will also be contacted regarding a liaison for the committee. Minimal funds have been requested. The committee is interested in recruiting new members, and an open invitation was made. A comment was made about the Nebraska Water Resource group. Bruce Dvorak will provide additional information about this group. Steve Kelley has served on the NRD board and working with local farmers and advocates to install meters and save water use. This has been a helpful endeavor around the Beatrice area.

Report is attached.

**Water for People:** It has been a good year for Water For People. In April was the Water for Wine activity that raised \$750. In May, the golf event raised \$5,459 with 80 golfers and 18 sponsors. In June, Joe Roberts went to the W4P workshop. The WFP Clay Shoot occurred in September where \$1,894 was raised with 15 sponsors and 38 registrants. Right now, the raffle ticket sales are occurring. There is a card reader this time. A drawing will occur tomorrow at lunch. Ann Williams and Hayden Delay will be stepping down as chairs. Joe Roberts will be the new chair. John Keith mentioned that the total donations to Water for People from NSAWWA are \$8,113.18.

Report is attached.

**Water Utility Council:** In the next 2 weeks, the fly-in dates will be finalized. This will be a discussion at the January 2020 board meeting. Similar attendees are anticipated for 2020. A report is provided. Additional information will be provided via email. Mary Gugliuzza has the fly-in dates, which are April 29 and 30, 2020, with delegates flying in on the 28<sup>th</sup>. This will be in conjunction with the other water organizations.

**Young Professionals:** Hayden will now be the committee chair. Joe's report is attached. The committee has 15 active members and has had a busy year. The mentoring program has taken off. Hayden thanked those who have been mentors. Last year had 20 mentees, and this year there are 28. Four YP's attended the YP summit in Nashville, TN in 2019. The spring tailgate was a success. Tonight is the annual poker tourney to benefit Engineers Without Borders (EWB).

Report is attached.

**Community Engineering Corps:** A draft report was shared with the client (Liberty, NE), and revisions are needed to the initial recommendations.

Report is attached.

## Old Business:

1. Annual SOP review/approval.

This item was discussed briefly. Only 4 SOP's were submitted (Public Information, Scholarship, Secretary, and Water Utility Council), so it was decided to table this discussion until the January 2020 board meeting.

A motion was made by Ryan Hurst to table the discussion until the next board meeting, seconded by Doug Woodbeck, with all in attendance voting aye, motion carried.

2. Board Conflict of Interest Policy (emailed 9/23/2019) submission.

Documents were signed by all board members in attendance and will be scanned to have on file. All of the trustees and board members should have a signed copy. Craig will scan and follow up on any remaining documents.

3. Ratify online vote for purchasing event insurance for the 2019 Fall Conference for the amount of \$250 (Rosso).

The actual cost was \$365.55. This will be split between the three organizations and is a conference cost. A motion to ratify online vote was made by John Keith and seconded by Teresa Konda, with all in attendance voting aye, motion carried.

4. Discussion regarding permanent annual liability or commercial insurance policy (Rosso).

Mary Gugliuzza mentioned that insurance coverages are provided by National. She suggested that the section contact Maggie Vaultman (AWWA) to determine which apply to the Nebraska Section and if that meets the intent of this agenda item. Marc Rosso will take the lead and report back to the Board.

5. Time and talent survey, results, and nominations pool generation.

This item will be discussed in January, once the information collected at this conference has been reviewed.

6. AWWA Sections Annual Report (Rust and Konda).

Teresa Konda mentioned that this topic was discussed at the September 2019 Board meeting, and discussed questions asked by the survey to collect baseline data for the section. This will be an ongoing annual activity to track the Section's response to the association agreement. The information collected is a matter of keeping up with what is happening and understanding how the Sections and Association work together. Mary Gugliuzza provided some additional information on this topic.

Copies of the strategic plan and other documents were provided. The Association knows of the current audit. This information was submitted by the deadline.

## **New Business:**

### 1. MAC committee discussion (sunset and best of show) – discussion.

This item was discussed with Tony Bilek at the 2019 Great Plains Conference to sunset, or end, the committee. Vendor sign-up is done on-line by Scott Bundy, which also includes the layout. Perhaps the conference vendor layout may need to be taken over by the joint organization or Fall Conference committee to make sure that the work of this committee occurs.

National AWWA has a MAC, which is beneficial. Rather than end the NSAWWA MAC, perhaps it should be rejuvenated and repurposed. Mary Gugliuzza suggested that someone contact Kristin Kihs to re-build or discuss the committee, or receive suggestions, before making a decision.

This will be a discussion item in January 2020. Brittany Travers will make this contact and follow up.

Best in Show has not been presented for several years. This was a responsibility of the MAC. The SOP mentions the best of show and raffle. This will also be a discussion included in January.

This item also affected the \$200 vendor raffle that was advertised in attendee packets, but was not administered.

### 2. Miscellaneous / Announcements

- There is no formal agreement between HDR and their service in place. It would be beneficial to have an agreement or MOU and have a secondary plan in place in case those that have served well in the past are no longer available. There is a lot of behind the scene work done to make these conferences function and be successful. This would be a discussion with all 3 organizations. Documentation of planning committee calls have been made. This will be a Fall Conference committee discussion item.
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- 2020 Fall Conference planning meeting in the Ruby 7 room, or another location around 9 am on Thursday. Mary Poe will be there to take the lead for NSAWWA. NWEA is the lead for 2020. The main meeting will occur at the 2020 Great Plains conference. AWWA is not the lead until 2023.
- Mary Poe will only be available by email/phone over the next few months (December and February) for a medical procedure.
- Shirts for new board members and committee chairs should be provided, as the last order was completed 3 years ago. An email will be sent out by Craig Reinsch to collect sizes, and determine who doesn't have them.

A motion to authorize this expense was made by Marc Rosso, seconded by Doug Woodbeck, with all in attendance voting aye, motion carried.

- 2020 Board Meeting dates will be defined at a later time, with the first one being in January.
- John Keith made a request for Fall Conference reimbursements and to cash checks as soon as possible.

Thanks to Mary Gugliuzza for visiting our conference.

**Adjournment:**

At approximately 2:54 pm Brittany Travers made a motion to adjourn, seconded by Doug Woodbeck, with all in attendance voting aye, motion carried.

**Next Meeting:**

Date: November 2020 – Fall Conference

Location: Younes Conference Center, Kearney, NE

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Respectfully submitted by: Craig Reinsch, Nebraska Section AWWA Secretary

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