

NEBRASKA SECTION AWWA
DRAFT BOARD MEETING MINUTES
MARCH 22, 2010

The March Board Meeting was held in the City of Columbus city hall offices Monday, March 22, 2010. The meeting was called to order at 9 a.m. by John Olsson. Those present at the meeting included: Eric Lee, Mary Poe, Scott Sprague, Ben Day, Doug Woodbeck, Rob Pierce, Chad Roberts, Mike Wentink, Chuck Tomerson, Bruce Dvorak, John Olsson, Teresa Konda, Rich Robinson, Tony Bilek and David Lathrop. Conference call attendees were Brian Gongol, Mari Matulka, Craig Reinsch and Xu Li.

The first item of business was review of the January Board meeting minutes. No changes were proposed in the draft minutes. Doug Woodbeck made a motion to accept these minutes as final with Rob Pierce seconding the motion. All Board members voted for the approval of the minutes as final.

John Olsson asked Teresa Konda to provide an update of the status of the SOPs for Board positions and committee chairs. Teresa said she had not received any new ones and would be following up with individuals who need to submit one.

Director's Report

Tony provided a written report that was also included in the last edition of Wise Water Words. Six summary items from his report will be listed.

- Nebraska Section bylaw changes were approved in the consent agenda
- New President-Elect, vice presidents and director-at-large positions were elected into office
- 2010 budget was approved
- Strategic plan was approved
- Program analysis updated
- Section/National Publication alliance report

Please see Tony's report for details on the National Winter Board meeting.

- Other discussions included that an ad-hoc committee and chair for the retreat should be named and Rob Pierce volunteered.
- The concept of using National to publish the Wise Water Words was discussed with Mari Matulka and Brian Gongol having questions for National on costs, content, advertising, contract term, bulk mailing permit etc. Tony will liaison with National and the publications committee to see the practicality and feasibility of having National fulfill the role of printer for Wise Water Words.
- Tony will vote via conference call for the Executive Director at the D.C. fly-in to save budget money.

Bruce Dvorak made a motion to accept the Director's report with a second to the motion by Teresa Konda. All members voted to accept the Director's report

Treasurer's Report

- David reported that the Section's taxes are due May 15, 2010. After the taxes are finished the three-year audit will be scheduled.
- Fall conference proceeds were up this year (see budget sheet provided by David). Pre-conference monies have been rolled into one account now.
- David Lathrop and Rob Pierce now are officially bonded by Ogden Insurance. Both were able to be bonded for a combined total of \$100.
- Nebraska WARN has sent the Section an invoice for teleconference calls and maintaining the WARN website. Not all grant money has been spent by WARN, approximately \$400 remains to be spent.
- Chad Roberts will attend the Summer Workshop in Denver this July.
- The Section's reserves are at \$40,000 by both Savings and CDs

A motion to accept the Treasurer's report was brought by Doug Woodbeck with Eric Lee providing the second to the motion. All members voted to accept the Treasurer's report.

Committee Reports

Young Professionals by Teresa Konda:

1. A tour of the new Louisville water plant followed by a social on April 8 at 3 p.m.
2. Possible YP booth at UNL E-week of April 23rd.
3. Young Professionals are presenting the Section's groundwater model at the children's groundwater festival in Grand

Island May 11.

4. Other tours and activities will be announced.

Water Utility Council: No report other than the Washington D.C. fly-in is March 23-26.

Water for People:

1. Craig Reinsch reported that WFP is launching a new logo/brand. The five-year Strategic Plan has been developed ahead of schedule.
2. The golf event will take place May 7 at Miracle Hills and a minimum of 80 participants are needed for the event. Sponsors for the event still are needed and always welcome. A post card reminder for the event was mailed, and if people go to the website they can print the registration form.

Student Activities/Research:

1. Xu Li reported that former Peace Corp volunteer Andrea Martensen will give a talk at UNL March 25 from 7-8 p.m.
2. The student chapter will work with four people at a booth for the upcoming E-week at UNL, April 19-23.
3. Bruce Dvorak reported that a couple of graduate students would be presenting at National AWWA ACE, June 20-24 in Chicago.

Small Systems: No report

Safety: Rob Pierce reported that six safety survey/applications have been received and the mailing invoice will be sent to David Lathrop.

Publications:

1. Mari Matulka noted that she would be taking pictures at the upcoming golf event for WFP.
2. The deadline for articles to be submitted for Wise Water Words publications is May 4.
3. Doug Woodbeck brought up that a complaint had been received about not all award winners photos were published in the last version of Wise Water Words. Mari noted several things that could have caused this, a camera malfunction, people need to stay after the dinner for photos and publications is trying to reduce the number of WWW pages printed to save costs. Every attempt will be made to include pictures of all winners in the Wise Water Words. The names of all winners were published.

Scholarship: No report.

Public Information:

1. Mary Poe reported that the committee met several weeks ago. One topic item was how can the committee can make information, brochures/pamphlets/handout materials available for water operators, especially smaller systems. Several people suggested that National had a large volume of material specifically designed for this and that contacting them would be a great place to start. The use of the Section's groundwater model and a presentation at the Fall Conference also were suggested.
2. Mary noted that last year PSAs on disc were mailed to 69 radio stations. This year the committee would like to make these PSAs available as web-based downloads from the Section website. If this is accomplished, it would be good information to have a tracking mechanism to see who and how many of these downloads are accessed.
3. A proclamation on Drinking Water Week will be sent to Mayors of class 1 cities prior to the start of Drinking Water Week.

Nominations: The Nominations Committee met two times this year by conference call. The two individuals nominated for the two newly created trustee positions were Ben Day and Milo Rust. A formal election of the two newly-created positions was held. John Olsson asked if there were any other nominations by anyone for the two positions other than Ben and Milo. No one responded so the Board voted unanimously to accept Ben Day and Milo Rust. Based on the timing of the nomination and vote acceptance of the Board, these individuals would serve until the 2011 fall conference. Congratulations and welcome to Ben and Milo!

Membership:

1. Rich Robinson noted the committee has been active with two new membership campaigns. One is titled "Service for You." Rich provided a handout template that shows this recruiting effort. One special item to note that is if you join NSAWWA by June 30, 2010 you receive 15 months of membership for the price of 12. That's three months free! This handout is a good reference for anyone in the Section to refer to when recruiting new members.
2. The other campaign is titled "Pour it On!" 2010 Presidential Challenge. Rich also provided this handout as a recruiting

tool. All Board members and section members have the responsibility to recruit for AWWA, so please review this material and recruit new members! It seemed that the members present thought that utilities and service providers would be the best area to recruit in and the more direct and focused approach would be utilized. National also seems to favor lots of utility and service provider memberships.

3. Two items must be submitted to National for membership. 1) A Membership Plan. 2) A Prospect List. Rich has a couple of edits to do for these items and any comments for these documents are due to Rich by March 29, 2010 so he can get them sent to National by April 1, 2010

MAC: No report.

Fuller Award: Tony Bilek reported the committee has not met yet so, no report at this time. Eric Lee noted the citation of the Fall Conference Fuller Award winner has been sent to National so it can be used during the Fuller presentations at ACE in June of 2010.

Fall Conference:

1. A call for papers notice was mailed March 9 with a submittal deadline of April 13. So far she has received 8-10 topics/presentation ideas. Teresa encourages anyone to submit ideas and for members to encourage others to do so also.
2. Recruiting members to participate in the conference program planning meeting. This meeting will be a conference call held April 22 at 2:30 p.m. The telephone number is 1.800.704.9804, participant code is 42614446 followed by # . Teresa Konda, Mary Poe, Mike Wentink, David Lathrop, and possibly Rob Pierce and Tony Bilek are helping with this. If anyone else would like to help with fall conference planning, please get in touch with Teresa Konda.
3. NWEA/APWA/AWWA will meet April 7, at 1:30 p.m. at the Great Plains Conference to discuss Fall Conference items.

Education:

1. Mike submitted the application for the AWWA Section Award to the Association before the February 1 deadline. The activity submitted was the recently completed Member Survey. Results are pending.
2. The bookstore allotment for the Nebraska Section has been issued by National for the amount of \$600 per calendar year.
3. The Water Utility Design Workshop will be held April 1 at Mahoney State Park with details available on the Section's website.
4. There is more than \$3,000 in the Training Coalition Funds line-item. Mike assured the Board those funds would be utilized.
5. Based on discussions with committee members, a "White Paper" will be developed by an ad-hoc survey committee on how to best use the Member Survey data collected in 2009.

Budget:

1. David Lathrop handed out a line-item budget for this year and asked all committee members to review it for accuracy and get any changes or corrections to him.
2. David also noted that there is a budget line-item of \$3,000 for the first place Top Ops team to compete at ACE June 20-24 in Chicago. David will check with the first place team and the second place team about attending. The criteria for eligibility set by National will have to be met, one of which is a team must have three members.
3. Rob Pierce reported that he would like to see a change in the training MOU with the League and AWWA pertaining to invoicing and billing. Instead of payment required at the first of the calendar year, Rob suggested the wording be changed to payment within the first quarter of the year. Does the Board need to vote on this issue or can the change just be made in the MOU? A motion to approve the budget was made by Bruce Dvorak and seconded by Rob Pierce. All members voted to accept the budget.

Cross-Connections: No report.

Awards:

1. Doug Woodbeck noted that the committee mailed WISA requests and received three so far. The request for Meritorious Service award also has been mailed.
2. National accepted our request for the Heroism Award. The award will be presented at the golf outing May 7. The recipients will receive a meal at the presentation and the award and story will be introduced at the next Fall Conference.
3. A special award will be made for Glenn Hawks, City of Lexington, for 60 years of service to the water industry.

Audit: John Olsson reported that the audit would be completed after the taxes by the firm of Wise, Torrick & Hower.

Archives: No report, however Bruce Dvorak mentioned that he is the curator for the existing archive materials and that since he is

no longer on the Board, the Section will need to find a different repository for the materials. Rob Pierce offered that the materials could be stored at the League of Nebraska Municipalities' building.

Ad-hoc Committees

- SRF: This committee will be dissolved as no funds are available to the State of Nebraska for the program.
- Member Survey: Topic covered under Mike Wentink's education report.

Old Business

- Bylaws: The change to our section bylaws was approved by National, and we are now incorporated into the Section. A special thanks goes to Bruce Dvorak for all his hard work on getting this accomplished.
- WARN: The Nebraska WARN website is up and running. It may be accessed at www.newarn.org with the user name neawwa and the password of neawwanewarn.

New Business

- Discussion on archives was covered under the committee report for archives.
- John Olsson provided a handout on draft tentative Section Board goals for 2010 and a summary of goals achieved last year. Please see this handout for details regarding this information.
- To fulfill National's request that the Section have a PO Box and contact phone number, it has been decided we will rent a small PO Box for \$46 (this includes the costs for a two-key minimum) per year and proceed with getting a Google-based phone number system. Brian Gongol researched the Google phone concept and will follow-up with the Board. If we go with this option, the Google phone number, when called, will automatically and simultaneously ring the phone numbers of the Section Chair, Chair-elect and Secretary. If no one answers, the message automatically will be forwarded to their respective e-mail addresses.
- Outsourcing of Wise Water Words printing, NEWARN, SRF and nominations were covered earlier.
- RMSO conference and update Teresa Konda provided a written report on the conference she and John Olsson attended in Tucson, AZ, March 5-6. Items for the conference agenda include:
 1. Understanding 501(c)3 status and responsibilities as an organization
 2. Affiliation agreement items on intellectual property and copyrighted materials
 3. Water for People partnerships — new partnering chair and logo.
 4. Section exchange — John and Teresa presented facts about the Nebraska Section, information on our training for members, the 2009 retreat and results of the membership survey.
 5. Business opportunities — National publication of Section Newsletters and Washington Legislative updates.
 6. Membership goals were discussed under the membership committee report.

The next Board meeting will be held at 9 a.m., May 7, at Miracle Hills golf course, 1401 N. 120 St., Omaha, in conjunction with the WFP golf outing.

The tentative date for the summer retreat is August 13.

A motion to adjourn the meeting was proposed by Eric Lee. David Lathrop seconded the motion. The March board meeting adjourned at 12:05 p.m.