

Draft Meeting Minutes 1/18/2012
Nebraska Section American Water Works Association
10:00 AM – League Office Bldg.
Lincoln, NE.

Roll Call

Board Members

<i>Rob Pierce</i>	<i>Present</i>
<i>Eric Lee</i>	<i>Present</i>
<i>David Lathrop</i>	<i>Present</i>
<i>Doug Woodbeck</i>	<i>Not Present</i>
<i>Ben Day</i>	<i>Present</i>
<i>Tony Bilek</i>	<i>Not Present</i>
<i>Teresa Konda</i>	<i>Present Via Conf. Call</i>
<i>Eric Melcher</i>	<i>Present Via Conf. Call</i>
<i>Mary Poe</i>	<i>Present</i>
<i>Chad Roberts</i>	<i>Present</i>
<i>Milo Rust</i>	<i>Not Present</i>

Committee Members Present

John Keith
Mike Wentink
Justin Stine
Brian Gongol
Xu Li

Approval of Minutes: November meeting – *Business meeting minutes are approved at the next meeting. No additions or corrections to the November Board Meeting Minutes. Motion to accept the minutes made by Chad Robert, seconded by Ben Day, motion passed.*

Treasurer’s Report *Treasurer handed out 2011 budget and 2012 proposed budget. Main item to address is to pay the other organizations for income from the fall conference. Rob handed a receipt that is a shared expense that needs to be reimbursed to the League (\$50) and split between all organizations. Ben and David are to send the other organizations a summary of conference expenditures, income and proposed split (NWEA – Roger Protzman and Kathleen Alexander and APWA – Mark Christenson, York)*

Rick Melcher ask for 2012 budget to help cover WARN member travel expenses. He also mentioned he has some expenditures for 2012 for web hosting. 2012 budget is \$750 and should work for WARN. The Board agreed that it is okay to spend some of the budget to reimburse travel expenses

David brought up some budget discussion items and questions to the Board:

- *Top ops, 3rd place this year was only \$10. David suggested \$60, \$40, \$20 for 1st, second, and third place respectively. This increase will add \$105 more to Top Ops payout. Rob suggests doing something other than paying out cash in the future such as paying for attending the National Conference. Eric, Mary, David, and Rich (Top Ops Ad Hoc) will review these issues with cash increase or other items. The Board agreed to increase the payout value at this time and the committee will meet to discuss the other issue.*
- *Rick Melcher mentioned the success of the qualifier for backflow at other conference which helps increase operator attendance at various conferences.*
- *Conference Scholarships – What is this for? The consensus is that this budget item is for operators who can apply for this scholarship which would pay registration to attend the annual section conference or national conference. Mike thought it had to do with the national conference but mentioned it could be used for local. This item needs to be addressed by the scholarship chairman (Jon Zellars) to determine the history of the scholarship to set a limit of what the scholarship will pay for when going to the national section annual conference. Committee should also implement advertisement for the scholarship (news letter / web site). Rick suggested titling the scholarship differently. Rick suggested that for the section annual conference this scholarship should also cover expenses and Teresa agreed. A motion was made by David to set a budget of \$1,000 for this item, Eric seconded, the motion passed.*
- *\$455 was spent last year for square gold lapel pins, this came out of membership committee. Do we want to purchase more or purchase something else? Board suggested to keep the money allotted in the budget for membership appreciation. Board agreed to leave it in the budget.*
- *There were 30 more people who ate the AWWA operators breakfast than paid for the breakfast. This partially is a result of not having a ticket taker. It was suggested that there may not be a breakfast next year due to the increased costs of the new center but additional vendors may offset the costs. If there is a breakfast at the conference next year, it needs to be clearly stated that breakfast is an extra expense. This needs to be discussed by the Fall Conference Committee.*
- *SRF budget status - keep it at zero for now.*
- *Young Professionals Poker Tournament earned a surplus of \$30 (given to engineers without borders) and didn't spend all of budget. The 2012 budget for YP is \$500 for activities expenses.*

Treasure – David reported that he had contacted Tony Jerina with Micek & Crouch, P.C. for a suggestion on how long to keep section documents. The response was that a good rule of thumb is six years for most records, indefinitely for items dealing with tax returns and corporate filings such as By-Laws. Auditors' reports should not be kept around any longer than 10 years.

Motion to amend the 2012 budget as described above was made by Eric, seconded by David, the motion passed.

Director's Report

No Report

Committee Reports

(Committee List)

Archives & History – No Report

Audit – No Report

Awards – No committee activity since last AWWA meeting in Kearney. The Awards committee will meet before the end of February to discuss the annual mailing of the awards letter to all systems. We may look at trying to do something electronically versus standard mail. We will also be discussing the longevity award after we have input from the board.

Budget – Covered see above.

Cross Connection – No report, training dates (4 dates set)

Education – John Keith – Asset Management workshop- refer to report from John. Workshop will be April 3rd and 4th. Will request a check from the Treasurer for \$587.74 for the payment of the conference center. John may request money from the pipe workshop savings account to offset the registration cost per person. Non members \$100, members \$75 and small systems may have reduced cost or no cost. David suggests AWWA have early registration.

Fall Conference – Rob provided Eric a planning binder. APWA is the lead, Eric needs to contact Dennis Smith. A planning meeting will likely be held at the Great Plains Conference April 11th and 12th. 2011 fall conference attendance numbers APWA 20, AWWA 97, NEWA 97, Full Conf 85, Exhibitors 59.

Fuller Award – No report

MAC – Refer to Tony's email MAC Report. Eric will contact Brian and Tony about what help he may need from Board and on line registration for vendors. Brian has looked at other example web sites but needs more details.

Membership – No report

Membership Survey – No report

Nitrates/Source Protection – Nothing to report, refer to goals set at annual business meeting.

Nominations – No report

Publications – Brian Gongol provided a report. Magazine has been taking time to get published. Deadline for next publication is due at the end of this month. Brian needs to get the content on time.

Public Information – Mary provided a report about the drinking water tasting contest went well, door prizes were give out and thank you gifts given to the tasters, sent out a press release but we didn't have any media interest at the conference.

Research and Student Activities – Student chapter forming carrier panel to talk to

students about drinking water industry (panel may occur sometime in February) and is going to organize activities at e week. Xu Li also has some photos that he will send to Brian for the publication.

Safety – No report.

Scholarship – No report.

Small Systems – Rick – put on a workshop at Chapman at end of the year, 14-15 attendees plus the speakers. The committee will provide a couple workshops this year. David will help organize one of the workshops.

Water for People – No report. The committee has conference call scheduled for this week to start to plan the golf tournament.

Water Utility Council – No report but Jerry had sent requests on budget for next fly-in, we have budgeted for three people, \$2,000 for fly in and \$750 for ACE.

Young Professionals – Had a call yesterday. Planning on 6 events over the year and poker tournament again at the fall conference.

New Business:

Committee Review & Goal Challenge - Rob challenges the committees to come up new unique ideas each year.

Meetings Dates & Times

- March 19th – 9:00 am – OA office in GI*
- May Meeting TBA – 9:00 am – Needs to coordinate with golf.*
- July – conf. call if needed*
- September 6th – 10:00 am League Office*
- November 8th – 1:00 pm – Kearney at the fall conf.*

Retreat – August – date, time, location TBD

New Committees Discussion – Rob mentioned that some sections have additional committees such as a committee for experienced operators and professionals (similar to the young professionals), new technologies, rename committees, eliminate committees, etc.... This may be a good topic for the summer retreat.

Liaison Assignments Confirmation

2012 Topic Focus – Suggested conference topics at annual conference such as technologies, security

RMSO Meeting is Coming Up, March 16th, 17th in Kansas – The board has several individuals interested in attending. Incoming board members should think about attending.

Non Profit Forms – What do we need to provide for non-profit information. David will check into the forms we need to use.

Old Business:

Budget Adjustments

Conference Summary

Board and Committee Chair clarification – *Current Committee Chair listed below:*

Committee	Chair
Archives & History	<i>Kevin Tobin</i>
Audit	<i>Rob Pierce</i>
Awards	<i>Dennis Watts</i>
Budget	<i>David Lathrop</i>
Cross Connections	<i>Rich Koenig</i>
Education	<i>John Keith</i>
Fall Conference	<i>Eric Lee</i>
Fuller Award	<i>Tony Beilic</i>
MAC	<i>Tony Bilek</i>
Membership	<i>Rich Robinson</i>
Nominations	<i>Teresa Konda</i>
Public Information	<i>Mary Poe</i>
Publications	<i>Brian Gongol</i>
Research	<i>Xu Li</i>
Safety	<i>Milo Rust</i>
Scholarship	<i>Jon Zellars</i>
Small Systems	<i>Rick Melcher</i>
Student Activities	<i>Xu Li</i>
Water For People	<i>Craig Reinsch</i>
Water Utility Council	<i>Jerry Obrist</i>
Young Professionals	<i>Justin Stine</i>

Motion to adjourn made by Eric, seconded by David. Motion passed.