

**Nebraska Section AWWA  
Board Meeting Minutes  
July 15, 2008**

<b>Attendees:</b>	
1. Teresa Konda	
2. Mary Poe	
3. David Lathrop	
4. Susan Franchesci	
5. Justin Stine	
6. Rich Koenig	
7. Mari Matulka	
8. Kevin Tobin	
9. Chris Koenig	
10. Chad Roberts	
11. John Olsson	
12. Rob Pierce	
13. Bruce Dvorak	
14. Lash Chaffin	

The meeting was held by conference call July 15, 2008. Kevin Tobin called the meeting to order at approximately 9:35 a.m.

**ROLL CALL – INTRODUCE CONFERENCE CALL ATTENDEES**

**APPROVAL OF MINUTES**

- Chris Koenig made a motion to approve the meeting minutes from the May 9, 2008 meeting. Bruce Dvorak seconded the motion.

**TREASURER’S REPORT**

- Rob Pierce provided a summary of the checking account activity since the first of the year.
- Rob provided the current status of the savings and CD accounts as of June 30, 2008.
- Rob noted that the Section received a \$3,000 check from AWWA for the special project survey. Mike Wentink will contact the Department of Labor and others to get additional funding for the project.
- It was noted that DHHS would not be able to provide any SRF money in 2009.
- Rob will send the updated budget income/expense record to the Board members and committee chairs so everyone knows what has been expensed to their committee and to correct any errors.
- Dave Lathrop motioned to approve the Treasurer’s report. Bruce Dvorak seconded the motion.

**DIRECTOR’S REPORT**

Chris Koenig submitted the following Director’s report:

- The AWWA Annual Conference and Exhibition held June 8-12 in Atlanta was a success despite the ongoing repair work from the March tornados. On-site registrations were strong, 150 new members joined, the bookstore set a new sales record and the exhibits used 456,500 sq. feet of exhibit hall

space. Another strong indication of the success of the conference is that 88 percent of the available exhibit space for next year already has been sold.

- The following are some key points from the Board of Directors' meetings:
  1. Utility Quality Management. The Association has rolled out the G-series standards for the management of utilities. The series will provide management tools for systems. Several other management tools are available through AWWA including Qualserv and Peer Review and they can be tailored to the size of utility and the desired level of involvement. Would it be possible for the Section and the LONM to set up a seminar on the available information?
  2. Section/AWWA Communication. One area that needs improvement is communication between sections and AWWA. The common response was to have staff visit the sections on a more regular basis. The section reps also will take time to visit some of the utilities in the area as time permits. The summer workshops and RMSOs are valuable for staff interaction, however the interaction is limited. AWWA staff recognizes the value of face-to-face communication and is willing to make the visits.
  3. Public Information. AWWA recommends keeping our face in front of the press including announcements on board appointments, Top Op teams, seminars, etc.
  4. Younger Generation Marketing. Several of the sections are starting to use Facebook, MySpace, and YouTube for recruitment, job postings and public information.
  5. Future ACE Locations. Las Vegas was approved for the 2018 conference. Beginning in 2019, ACE will rotate between six cities: Las Vegas, San Diego, Chicago, Denver, Orlando and Washington DC. The proposal provides several benefits including significantly less staff time in reviewing potential locations, better negotiating position with convention centers, and ease of conference planning. The major reason is that ACE has grown to the point that the number available sites are limited.
  6. Changes. As promised, the new executive director, Gary Zimmerman, is taking a business approach to the Association staff and programs. A few key, selective staff replacements have been completed. The biggest change will be in the computer operating system. An upgrade was in progress, however with limited goals. Gary intends to fully integrate the system to streamline the billing, ordering, records management and membership records. The website will likely be upgraded again in the near future.
  7. Program Changes. The Board will have to take a hard look at the programs offered and make some hard decisions. Of the 95 budgeted programs, only 20 percent generate a positive income. Gary is a strong believer in the "Good to Great" philosophy and is working to achieve the great aspect.
  8. Poster Session. The Young Professionals Poster Session is a tremendous hit at ACE. Can the Section offer a scholarship to cover airfare and two nights' stay for a YP to present at the next ACE?
- Bruce Dvorak stated that each division at ACE provides the option for poster and paper submission, and he noted the poster selection process may not be as competitive as the paper selection process. Bruce proposed not covering the entire cost of the expenses. Bruce would like the Board to consider opening up a NE Section AWWA scholarship to young professionals and students to encourage more young professionals to attend ACE. The topic will be discussed further at the next Board meeting.
- Chris Koenig introduced Susan Franchesci, the National AWWA Representative for the Nebraska Section. Susan commented that the conference call provides a very good opportunity for her to

participate more with the Section. Susan will try to gather more information on the ACE YP Poser Session for the Section.

## **OLD BUSINESS**

### Honorary Member Award Nomination

- Kevin Tobin and Steve Kelley are working on the Honorary Member Award Nomination. They are in the process of completing the award application. The nominee's employer is not fully supportive of funding the nominee's travel to the national conference.

### LoNM / NSAWWA Training Agreement

- Lash Chaffin presented two memorandums of understanding to the Board regarding costs for training and seminars.
- The memorandums of understanding are intended to provide the Section with security regarding the costs of the services the League of Nebraska Municipalities provides and to make the budgeting process more clear.
- Lash also provided justification for funding for the costs and sent these to the Board a couple of weeks ago.
- Chris Koenig commented that the memorandums of understanding were good ideas to document the funding for the training seminars.
- Chris Koenig made a motion to approve the memorandums of understanding. John Olsson seconded the motion.

### 2008 Special Project Allotment

- Mike Wentink submitted the application for funds to develop and conduct a survey of the membership to collect information the Section can use to better serve its members. Mike was not able to attend the call.
- Bruce Dvorak indicated he was willing to serve on the committee, along with Rob Pierce, Lash Chaffin and Mike Wentink. A person to lead the survey committee is still needed. Kevin Tobin suggested the Board open the opportunity to lead the survey effort to the Section membership. People who have experience in conducting surveys are desired.
- Lash Chaffin discussed some possible partners for the survey.
- Rob Pierce noted we need to identify the focus of the survey. Will the purpose be retention, recruitment, etc?
- Susan Franchesci will send a sample survey National previously distributed to the membership.

### NSAWWA Retreat — Status

- Bruce Dvorak reported that the retreat is scheduled for August 22 at Mahoney State Park from 9 a.m. to 5 p.m.
- The intent of the retreat is to allow the Board and Committees to delve into the details of some issues for which there is not enough time during the Board meetings.
- He suggested a short white paper may result from the discussions at the retreat to document the Board and Section's stance on various issues and the reasons for the decisions made.
- Bruce presented a preliminary agenda for the day and a brief explanation of the topics proposed for discussion.
- Items that are needed for the retreat are: Copies of the current Strategic Plan and copies of the current Bylaws. Mari Matulka noted that the Strategic Plan is posted on the Nebraska AWWA website. The last strategic plan was developed in 2002. Rob Pierce noted that he has copies of the Standard Operating Procedures for the AWWA Committees that were developed in the 1980s.

- Bruce proposed holding another retreat a year later to follow up on issues that are discussed this year.
- Susan is welcome to attend, if she desires. One of the main objectives of this retreat will be to identify goals for the Board and Committees to work on over the next year.

## **NEW BUSINESS**

### 2008 Summer Workshop – Ideas or Issues for AWWA

- David Lathrop will attend the AWWA 2008 Workshop next week. Dave provided a summary of the items that are on the agenda.
- Dave asked if the Board has any issues he should take to National AWWA.
- Rob Pierce asked if we can get information on how other sections are using the Mentoring Program.

### Discuss the Use of Conference Calling at Board Meetings

- Kevin Tobin proposed considering the use of the conference call system for more Board and committee meetings. Kevin suggested possibly one face-to-face meeting each year in addition to the Board meeting and Business meeting at the Fall Conference in Kearney.
- Bruce Dvorak asked Kevin and Rob Pierce to send to the Board members the cost of this conference call when the meeting is over. It is expected the cost of this call would be representative of future Board meeting conference calls.
- After the meeting, Kevin Tobin sent a summary of the conference call cost to the Section. The conference call cost was approximately \$52. About 12 callers used the system for about 1.5 hours.

### Other Items

- Chad Roberts took the opportunity to thank the Board on behalf of the Top Ops Team for the opportunity to attend the AWWA ACE.

## **COMMITTEE REPORTS**

### Audit

- No report.

### Awards

- Kevin Tobin gave a report submitted by Steve Kelley that the following awards will be presented at the Fall Conference:
  - WISA Awards – 6 awards
  - Lifetime Awards – 2 awards
  - AWWA Hero Award – 1 award

### Budget

- No report.

### Cross Connection

- No report.

### Education

- A Small Systems Workshop was held in Beatrice with good attendance.
- The training agreement with the League of Nebraska Municipalities was approved by the Education Committee.

### Fall Conference

- Bruce Dvorak reported that a draft agenda for the Fall Conference will be included in the next issue of Wise Water Words.
- Bruce and Eric Obert will meet to discuss implementing a Water Tasting Contest at the Fall Conference.

### Fuller Award

- Chris Koenig reported that a Fuller Award will be presented at the Fall Conference.

### MAC

- Tony Bilek submitted a report that stated the invitations and contracts for exhibiting and sponsorship opportunities are ready for mailing.
- Waiting on NWEA to update a flyer they included in the mailer. The flyer solicits interested vendors to provide a 15-minute “new technology presentation.”
- We will allow up to six additional booths to be located in the pre-function/registration area if Loper Hall sells out again.
- Sponsorship opportunities include a \$100 donation for each of the social hours and a \$500 contribution to sponsor a refreshment break.
- We will continue with the “Best of Show” Award.
- We started a Volunteer Award several years ago and Tony has plaques made up by the same company that does the Best of Show Award. Let Tony know if the Board or Awards Committee has someone in mind and he’ll have a plaque prepared. They are about \$60 each.

### Membership

- No report

### Nominations

- No report.

### Public Information

- Mary Poe reported that radio stations still are playing the public service announcements provided for Drinking Water Week.
- The Public Information Committee will explore different ways to disseminate information to the public.

### Publications

- Mari is completing the next issue of Wise Water Words.

### Research

- Bruce Dvorak reported that this committee merged with the Student Activities Committee.

### Safety

- Rob Pierce reported that the Safety Committee has received about 13 applications for the Nebraska Safety Award.
- Two Safety Committee meetings are scheduled for September 8 and September 12 to discuss and determine the safety awardees.
- Expenses for mailing the safety applications will be submitted at the end of the month.

### Scholarship

- No report.

### Small Systems

- No report.

### SRF

- Rich Koenig reported that documentation for this year's SRF money has been submitted to the State.
- Rich reminded the Board that we need to track the materials purchased with the SRF money and make sure they get distributed to the communities.

### Student Activities / Research

- No report.

### Water For People

- Craig Reinsch provided a report for the Water For People Committee.
- Craig plans to have Water For People raffle tickets ready for distribution to the Board members and committee chairs at the September Board meeting, so people can sell tickets ahead of the Fall Conference, and hopefully reach some people who won't be at the conference. John Olsson will distribute tickets at the next Board meeting. Raffle prizes will be three gift certificates. Individuals do not need to be present to win. The cost of the tickets will be \$5 per ticket or 3 tickets for \$10.
- At the Fall Conference, the Water For People Committee plans to have a booth in the foyer of the conference center to distribute Water For People information. The committee also plans a 5-10 minute presentation at the beginning of the YP Mixer to generate additional interest in the Water For People Committee and upcoming programs that would provide volunteer opportunities in the partner countries by local members.
- One person will receive the Ken J. Miller Water For People Founders Award at the Fall Conference. Chris Koenig and Kevin Tobin will coordinate with the AWWA Dignitary's schedule, so he can present the Ken J. Miller Award at the banquet.
- Craig would like to form another ad hoc awards committee to determine if the Ken J. Miller Award should be given to other individuals in the Section.
- The May Golf Outing was a great success. About \$3,100 was raised.
- The joint Iowa/Nebraska Section Trap Shoot raised a total of \$1,300. Half of the money will go to Water for People from the Iowa Section and the other half of the money will go to Water For People from the Nebraska Section.
- Teresa Konda will attend the Water For People Volunteer Workshop in Denver, July 16-July 18.

### Water Utility Council

- No report. The Washington Fly-In was discussed under Old Business.

### Young Professionals

- Justin Stine provided a summary of the Young Professionals Committee activities that have been held and identified upcoming activities:
  - Ben Day presented at the Urban Wellness Festival in March.
  - Teresa Konda, Justin Stine and Mike Schultes presented at the Children's Groundwater Festival in Grand Island in May.
  - A pipe seminar and a tour of the Diamond Plastics plant in Grand Island scheduled September 12.
  - Other possible activities the committee hopes to get scheduled are a tour of the Henry Doorly Zoo aquarium water treatment facility followed by a brewery process tour at the Upstream in Omaha; a tour of the Snyder Tank plant in Lincoln followed by a brewery process tour at Emperian Ales Brewery, or a tour of the Norfolk Water Treatment Facility.

**ADJOURN**

Chris Koenig motioned to adjourn the meeting at about 11:05 a.m. Rob Pierce seconded the motion.

**NEXT MEETING**

The next Board Meeting will be Tuesday, September 16 at 9:30 a.m. The tentative location for the meeting is the M.U.D. Platte West Water Treatment Plant, 216<sup>th</sup> & Q Sts., Omaha.