



MONTANA SECTION
AMERICAN WATER WORKS ASSOCIATION

**MSAWWA Board Meeting
Agenda
May 4, 2015 – 2:00 p.m.
Holiday Inn Grand/Billings
Room: Madison**

Attendance: Greg Lukasik (Chair); Collette Anderson (Senior Trustee); Jeff Ashley (Junior Trustee); Slim Miller (Vice Chair); Logan McInnis (National Director); Robin Barnes (Executive Secretary); Nate Weisenburger (Secretary/Treasurer); Bill DeMeyer (Exhibitors Joint Committee Chair); and David Rager (AWWA Treasurer).

Call To Order

1. Greg called the meeting to order at 2:09 p.m. Greg introduced David Rager, who is attending the conference as the AWWA Delegate. David is the Treasurer of AWWA.

Old Business

1. Approve minutes of Winter Meeting: Logan made a motion to approve the minutes. Collette seconded the motion. The motion carried.

New Business

1. 2015 Budget Update: Robin submitted an updated budget in the meeting packet. Robin purchased an item for the silent auction at the Annual Conference and Exhibition in Anaheim. An explanation of travel expenses related to event attendance was provided.
2. Director's Report: Logan provided an update of Winter Board meeting, including an announcement of the President-Elect of AWWA, and updates on the philanthropic initiative, the new AWWA organization in India, and adjustments to the membership structure.
3. MSAWWA Committee Reports:

<u>Committee</u>	<u>Board Oversight</u>	<u>Committee Chair</u>
Education <ul style="list-style-type: none"> • No report, as the Pre-Conference was organized by WEF this year. 	Sr. Trustee—Collette	none

<p>Legislative</p> <ul style="list-style-type: none"> • John Alston and Nate attended the AWWA Fly-In in March. Some general information was presented regarding WIFIA. • Alan Towlernton provided weekly updates on the 2015 Montana State Legislature. 	<p>Chair Elect—Slim</p>	<p>Nate Weisenburger</p>
<p>Membership</p> <ul style="list-style-type: none"> • Logan provided highlights of the membership report submitted in advance of the meeting. • Membership renewals will be focus of near-term efforts. Logan assigned a total of 10 contacts to Board members to encourage renewals of first year members. • Membership growth objective of 1 percent may have already been met. • The individual identified from the Montana Section did not attend the Membership Summit. • Finding a membership chair was identified as a high priority. • The mentoring program was discussed. New members will be recognized at the general session with the intent of offering mentor assistance regarding conference attendance. 	<p>Sr. Trustee—Collette</p>	<p>Logan</p>
<p>Awards</p> <ul style="list-style-type: none"> • Logan organized nominations for Operator Meritorious Award and Lifetime Achievement Award. 	<p>Chair Elect—Slim Jr. Trustee—Jeff</p>	<p>none</p>
<p>Water for People</p> <ul style="list-style-type: none"> • A raffle format will be used this year, and the raffle will be held in the vendor area. 	<p>Chair Elect—Slim</p>	<p>John Camden/Carrie Gardner</p>
<p>Nominations:</p> <ul style="list-style-type: none"> • Greg has made contact with Tammy Filliater and plans to contact Denver Fraser to encourage Board representation by the Montana Department of Environmental Quality. 	<p>Director—Logan</p>	

<ul style="list-style-type: none"> Utility representatives will also be targeted for representation on the Board. 		
<p>Fuller Award</p> <ul style="list-style-type: none"> The Fuller Award recipient has been selected. 	Director—Logan	Awardee from 5 yrs. past—Scott Murphy

4. Discuss reinvestment of current CD to Vanguard or other option: Logan proposed considering an alternative investment strategy for Section funds due to the poor interest rates on certificates of deposit. David Rager provided some general recommendations. The need for an investment policy and cash management strategy was discussed. Greg, Logan, Jeff, and Slim will work as an ad hoc committee to develop an investment policy, which will likely be adapted using a guide document from Nancy Sullivan. Slim made a motion not to renew the CD that is maturing in May such that the funds could be invested in accordance with the recommendation of the ad hoc committee. Logan seconded the motion. The motion carried.
5. Strategic Plan/Objectives/Tasks: The draft document was provided to the Board for review prior to the meeting. Tasks for the strategic plan need to be identified. The Board reviewed the comments provided by Greg and Logan. Specific revisions were discussed and incorporated into the document. Robin will send a revised draft for review.
6. Operating Plan: Greg provided a draft of the combined document to the Board for review. The function and responsibilities of the committees need to be included in the Operating Plan. Slim will revise the documents to reflect comments.
7. Policy and Procedures Document: The document will be revised, submitted for review, and approved at the Fall Board meeting.
8. Fly-In Report: John Alston and Nate attended the Fly-In on March 18-19, 2015.
9. 2015 Summer Workshop: The new Junior Trustee or Robin will be encouraged to attend. The workshop is in mid-July. Robin attended last year and felt annual attendance is not necessary. It would be a good experience for new Board members. Collette will consider attending this year on behalf of the Montana Section instead of Robin.
10. 2015 RMSO October 2-3, 2015: Slim and Nate are planning to attend. It was noted that the RMSO coincides with the week of Fall Water School with the League of Cities and Towns Conference the following week. Robin indicated that her contract suggests attendance at a workshop and would attend, if necessary. Robin will stay in contact with Nate as a possible alternate attendee.
11. 2015 Conference Update
 - a. Questions/issues: With the exception of agenda item 10.a.v, discussion was deferred to the combined meeting with the MWEA Board.
 - i. Should there be a discount for multiple registrants of the same organization?
 - ii. What should charge be for employees of a member utility, or DEQ? Member pricing vs. non-member pricing

- iii. WFP—should any money in the future be given to the committee to purchase the items that are donated?
 - iv. Exhibitor prizes—should there be a policy set on how much money is spent on prizes?
 - v. Charging \$180 for additional exhibitors—should that continue?
After discussion, it was decided that the current policy, as identified on the registration form, should remain in place.
 - 1. Is there a way we can sell a booth to a vendor without a meal package? (Greg)
 - 2. Should we make it possible for people to register for meals as an additional cost of the conference, so they can attend for cheaper if they are not going to attend certain meals? If so, how can that be monitored? (Greg)
 - 3. Are there other vendors who have expressed issues with the additional cost besides MET? (Greg)
 - 4. Discuss voting on joint board policy for these items (Greg)
12. Other business: Due to time constraints, the Board did not discuss all of the following agenda items. Discussion will be held during the joint meeting with MWEA.
- a. Are the joint directory and joint newsletter really “joint”? If so, should advertising income be split with MWEA?
 - b. Update Board on EPA Grant Workshop: Robin is coordinating this event, which will be held in Helena.
 - c. CPA review update: This remains to be completed.
 - d. Website launch
13. Adjourn: Slim motioned to adjourn. Logan seconded the motion. The meeting was adjourned at 4:07 p.m.