



American Water Works Association

**MSAWWA Board Meeting
Minutes
April 25, 2016 – 1:00 p.m.
Holiday Inn/Bozeman
Room: University**

Attendees: Robin Barnes, Executive Secretary; Greg Lukasik, Past-Chair; Slim Miller, Chair; Collette Anderson, Chair Elect; Jeff Ashley, Senior Trustee; Wayne Lovelis, Junior Trustee; Logan McInnes, Director; John Alston; Gene Koontz, AWWA President; David LaFrance, AWWA CEO; Nate Weisenburger, Secretary/Treasurer.

Call To Order

1. Slim called the meeting to order at 1:00 p.m.
2. Introduction of guests—Gene Koontz, AWWA President; David LaFrance, AWWA CEO

Old Business

1. Approve minutes of Winter Meeting: Robin requested that a clarification be added to the minutes regarding reimbursement of travel expenses to the Annual Conference & Exposition for the poster competition winner. Logan motioned to approve the minutes with the edits. Wayne Lovelis seconded. The motion carried.

New Business

1. 2016 Budget Update & Vanguard update: Robin provided highlights of the status of the budget and investment accounts.
 - a. Robin noted that she purchased about 50 shirts to sell at the conference. The Board agreed to sell the shirts for \$20 each, with proceeds going to the Section. **Revised at Fall 2016 meeting to read that proceeds are to go to WFP.**
 - b. Robin reviewed the investment account balances and reminded the Board about past instructions of managing the investments. Gene suggested that the current investment strategy is a reasonable approach and indicated that the Association is looking at a similar investment management strategy, which would be to diversify with the intent of increasing the rate of return while managing risk. David indicated that the Section is in good financial health and suggested the investments are being managed appropriately. A certificate of deposit remains to be transferred to an alternate investment strategy and will be discussed at the joint board meeting.
2. Director's Report: Logan indicated that lead has been a dominating topic for the AWWA Board of Directors. David provided some general talking points about how the Association is handling the issue. David mentioned that AWWA is collaborating with other organizations on managing the message to the public. Logan provided highlights on strategic goals with respect to Member Engagement; AWWA 2020: A Path to One AWWA; Total Water Solutions; AWWA India; EPA small systems grants; and water policy (AWWA Connections and WIFIA).

3. MSAWWA Committee Reports:

<u>Committee</u>	<u>Board Oversight</u>	<u>Committee Chair</u>
<p>Education</p> <ul style="list-style-type: none"> The Pre-Conference is devoted to the topic of Water Conservation this year. 	<p>Sr. Trustee—Jeff Ashley</p>	<p>Collette</p>
<p>Legislative</p> <ul style="list-style-type: none"> John Alston and Nate attended the Water Matters! AWWA Fly-In event in Washington DC on April 13-14. John gave a summary of information provided on lead services. The other major topic included infrastructure funding (WIFIA at \$35 million and the SRF programs at \$1.3 billion each). 	<p>Chair Elect—Collette</p>	<p>Nate Weisenburger</p>
<p>Membership</p> <ul style="list-style-type: none"> Logan indicated that membership is up to 258 registered members. Board members agreed to contact individuals identified as late or dropped registrations to encourage them to renew their memberships. Robin mentioned the bounties for recruiting new members. The new members will be recognized during the conference. The Section met its membership challenge objectives last year and used the funds to assist students attend the conference. Eight students are attending this year. Matt Mudd is contacting members upon renewal. Members presented the benefits of membership in AWWA to students at Carroll College. Similar efforts are planned at Montana Tech and Montana State University. The poster session is part of the conference program this year, but it could have been better coordinated with the colleges and universities. It was noted that working with a professor will assist in getting students to enter a poster in the competition. Logan is going to ask Board members to contact new members when he receives notification from the Association. The 2016 Membership Challenge application was submitted in March. 	<p>Sr. Trustee—Jeff Ashley</p>	<p>Logan</p>

<ul style="list-style-type: none"> Utility membership recruitment and active participation were discussed. Logan encouraged the Board to read the member engagement guide. 		
<p>Awards</p> <ul style="list-style-type: none"> No entries were received for the Operator Meritorious award despite multiple solicitations. 	<p>Chair Elect—Collette Jr. Trustee—Wayne</p>	<p>Collette</p>
<p>Water for People</p> <ul style="list-style-type: none"> A raffle will be held for a fly rod again this year along with a couple other items. 	<p>Chair Elect—Collette</p>	<p>John Camden Carrie Gardner</p>
<p>Fuller Award</p> <ul style="list-style-type: none"> An awardee has been selected and will be recognized at the conference banquet. 	<p>Director—Logan</p>	<p>Awardee from 5 yrs. past—John Alston</p>

- Bylaws Changes: Slim noted a couple of minor changes that need to be addressed. The Association requested that the Section delay adoption of the bylaws until Nancy Sullivan provided input and direction. Gene suggested that Slim forward the bylaws to Nancy for review and approval.
- Nominations for Junior Trustee: Logan has identified a candidate for Junior Trustee. Nominations for Section Director are also required this year.
- Addition of AWWA Insurance Summary as Appendix C of Operating Plan: Robin emailed the AWWA insurance documents to the Board for review prior to the meeting. Wayne moved to include the insurance documents as Appendix C to the Operating Plan. Logan seconded the motion. The motion carried.
- Website and email signature revisions: Nancy Sullivan contacted Slim regarding the appearance of the website. The Association requested some revisions to the website to avoid the impression that MSAWWA and MWEA are a combined organization. David provided the Association's perspective with respect to the requested revisions, which are driven by AWWA 2020: A Path to One AWWA. Specifically, David asked that joint activities be referred to as collaborative or partnering events. The board discussed the email signature used by Robin. David offered some suggestions on how other sections are dealing with email communications that involve AWWA sections and WEF member associations. As a specific item, Logan noted that the main banner should be changed every quarter. Robin made a note to complete this activity.
- Water Operator Scholarship discussion/funding and guidelines: MSAWWA offers two \$500 scholarships to attend the Fall Water School, which includes a one-year membership in AWWA. Applications are due on September 1st. The submittal deadline will be changed to September 15th. Barb Coffman will be asked to disseminate the information to her contacts and add the submittal deadline to the METC calendar. The scholarship will be mentioned during the Opening General Session of the conference.
- 2016 Water Matters! Fly-In Report: Nate provided highlights during the Legislative Committee report.

10. 2016 Summer Workshop: Wayne attended last year. The Junior Trustee elected at the meeting will be asked to attend. If not, Wayne is willing to attend again.
11. 2016 RMSO December 5-6, 2016/Hawaii: Nate and Jeff are planning to attend.
12. Update on EPA Grant Workshop: The topic was discussed during the Membership Committee report.
13. 2016 Conference Update: About 245 speakers/attendees are registered for the conference. A total of 57 vendors/65 exhibitors are participating and supporting the conference. There are 42 first-time attendees taking advantage of the reduced registration fee of \$100. There will also be an additional fee from the hotels of about \$5,000.
 - a. Questions/issues
 - i. WFP: The WFP committee provided feedback regarding the change in policy about purchasing silent raffle items. The board discussed organizations that MSAWWA has provided donations to in the past. Past donation efforts and possible donation options were identified but no firm decision was made to provide flexibility in the future.
 - ii. Logan noted that membership challenge funds were used to fund student registrations. The Board agreed that it was an appropriate use of funds. David also supported the effort and suggested involvement by a professor.
 - iii. Travel Reimbursement for Conference Speakers: The Education Committee requested travel reimbursement for a pre-conference speaker, who works for a non-profit organization. The Board discussed establishing a policy and agreed to continue reviewing requests on a case by case basis until a formal policy is put in place.
14. 2017 Conference location: Robin visited the Fairmont convention facility. There is inadequate space for vendors and a limited number of sleeping rooms. The conference will be held in Great Falls in 2017 and in Missoula in 2018. John mentioned signage for a new conference center in Bozeman, but he was unsure of the size or amenities or whether the facility could accommodate the annual conference. The Board expressed continued support to rotate the conference between Billings, Great Falls, and Missoula and including Bozeman. Greg mentioned the Bighorn Resort as a potential venue in Billings.
15. Other business
 - a. Robin will provide a check to MWEA in the amount of \$950 for 1/3 of the advertising revenue for the newsletter and member directory.
 - b. 2017 RMSO: Robin will confirm that Montana will host the Region V RMSO in 2017. Whitefish is the tentative location.
 - c. Robin attended a staff training event in December in Denver and had a positive experience.
 - d. No one from the Montana Section attended the Membership Summit in January.
 - e. Keeley Barry attended the YP Summit in February, which was held in conjunction with the Utility Management conference.
16. Adjourn: Greg motioned to adjourn the meeting. Logan seconded the motion. The meeting was adjourned at 3:37 p.m.