



Montana Section

American Water Works Association

MSAWWA Board Meeting Minutes
Wednesday December 13, 2016—9:00 a.m.
Morrison-Maierle Building—1 Engineering Place, Helena, MT

Attendees: Robin Matthews-Barnes, Logan McInnis, John Alston, Jeff Ashley, Slim Miller, Greg Lukasik, Collette Anderson

Guests: Dave Carlson (Information Management committee chair), Keely Barry (Joint SYP committee chair)

Agenda

Call To Order at 9:25 AM

Old Business

1. Approve minutes of Fall Meeting – All
 - Motion by Logan
 - Second by Jeff
 - Motion passed

2. Discuss progress on Strategic Plan Goals/Objectives/Plans—All (leave as standing item on winter board meeting):
 - Member Engagement Objective - Enhance membership experience
 - ✓ Task A - continue conference mentorship; check box on registration form this year
 - ✓ Task B – continue YP social at conference
 - ✓ Task C – member engagement guide; continue to utilize
 - ✓ Task D – delegate welcome phone calls; continue
 - Member Engagement Objective - Recruit new members
 - ✓ Task A – brown bag presentation; similar presentations at Carroll and MT Tech went very well, good attendance and 14 new AWWA student members
 - ✓ Task B – promote membership with existing student organizations
 - ✓ Task C – government agency members; difficult with state budget; continue to advocate
 - ✓ Task D – recruit utility members; Kalispell and Missoula are targets
 - Organizational Excellence Objective - Develop future section leaders
 - ✓ Task A – promote committees; any work make sure to highlight on web site or in newsletters, etc. Difficult to get volunteers on committees.
 - ✓ Task B - ID utility and regulatory agency staff
 - ✓ Task C – committee task lists
 - ✓ Task D – board reaching out to potential volunteers

- Organizational Excellence Objective - Improve use of technology
 - ✓ Task A – new website needs to have more content on relevant water issues, membership goals, YP events, etc. Robin looking for guidance from Board
 - ✓ Task B – social media goals and policies; keep with info that benefits the whole section; informal policy adopted by SYP committee; SYP committee will draft policy for their own use
 - ✓ Task C – virtual meeting options; using a Skype like interface; discussion on video board meeting options on quorum. No policy needed, continue to meet face to face. Bylaws do not state other meetings, just the annual meeting, so no change needed
- Organizational Excellence Objective – Section’s financial wellbeing
 - ✓ Task A – review financial management plan; reserve policy discussed, to make adjustment to reserve policy to say no more than 50% in stocks. Consensus was to not make a change.
- Knowledge Creation and Exchange Objective - More opportunities for YPs
 - ✓ Task A – ID professors; Carroll, MSU, and MT Tech all have professor contacts now
 - ✓ Task B – continue fresh idea poster sessions at conference
- Knowledge Creation and Exchange Objective - More opportunities for operators
 - ✓ Task A – water schools participation; not a lot we can do, Barb includes AWWA info in METC calendar. Have had booth at water school before, but very little traffic and interest
 - ✓ Task B – operator competitions; continue trivia at annual conference
 - ✓ Task C – operator sessions; host city needs to have utility attendees; lots of discussions on how to increase operator membership; section will purchase operator training and give away at conference
- Knowledge Creation and Exchange Objective - More opportunities for members
 - ✓ Task A – JEC participation
 - ✓ Task B – promote AWWA educational opportunities
- Water Policy and Leadership Objective – Support AWWA’s national legislative policy efforts
 - ✓ Task A – Continue to send representatives to Fly-In
 - ✓ Task B – Continue work of legislative committee
- Water Policy and Leadership Objective – Increase MT’s citizens understanding of water issues.
 - ✓ Task A – Outreach programs to local schools
 - ✓ Task B – Promote water week
- Water Policy and Leadership Objective – Monitor state legislation
 - ✓ Task A - Continue work of legislative committee

New Business

1. Final 2016 Budget Report—Robin

- Reviewed 2016 budget
 - ✓ Officers expenses discussed; budgeted for two to attend RMSO and one to summer workshop; not all RMSO expenses submitted yet
 - ✓ Vanguard account; question on how to report in budget; consensus was to report a change in balance for the last 12 months

2. Prepare 2017 Budget—All (note from fall minutes to discuss adding WFP committee back in as budget item)
 - Went through each budget item for discussion.
 - Donation line item: decided to not budget anything due to increased expense for hosting RMSO.
 - Included \$500 line item for joint Water For People committee
 - Joint SYP committee present at meeting and requested \$2,750 for 2017 for travel expenses for poster winner to ACE and YP summit travel expenses; call for student posters will be sent out to committee, college section members and professors. IM committee will promote call for posters on Facebook posts.
 - RMSO budgeting
 - ✓ Dinner and reception expenses
 - ✓ Send all board members, new junior trustee, past director, past chair
 - Budget approval
 - ✓ Motion by John
 - ✓ Second by Slim
 - ✓ Motion carried

3. Discuss donation entity for 2016—All
 - No budget in 2016

4. Director's Report—Logan
 - Membership over 50,000
 - Association doing well
 - AWWA India growing
 - John thanked Logan for his many years on the board and as Section director

5. MSAWWA Committee Reports:

<u>Committee</u>	<u>Board Oversight</u>	<u>Committee Chair</u>
Awards	Vice Chair—Jeff Ashley Jr. Trustee—John Alston <ul style="list-style-type: none"> • Need to solicit for operator meritorious award 	Collette Anderson
Education	Sr. Trustee—Wayne Lovelis <ul style="list-style-type: none"> • No report 	Collette Anderson
Fuller Award	Director—Logan McInnis <ul style="list-style-type: none"> • Logan will contact Butch Hiller • Solicitation for nominees 	Awardee from 5 yrs. past— Butch Hiller
Legislative	Vice Chair—Jeff Ashley <ul style="list-style-type: none"> • AWWA Fly-in (see below) • Al Towleron may provide updates 	Nate Weisenburger

Membership	Sr. Trustee—Wayne Lovelis <ul style="list-style-type: none"> • Report submitted by Logan • Board members to make calls to members who have not renewed • Member engagement 	Logan McInnis
Water for People	Vice Chair—Jeff Ashley <ul style="list-style-type: none"> • No report 	John Camden/Carrie Gardner

6. Joint Committee Reports

<u>Committee</u>	<u>Board Oversight</u>	<u>Committee Chair</u>
Cross-connection	MSAWWA Sec/Treasurer—Nate Weisenburger <ul style="list-style-type: none"> • No report 	Barb Coffman
Exhibitors	MSAWWA Sr. Trustee—Wayne Lovelis <ul style="list-style-type: none"> • No report • Looking for members • Bill is retired • Jeff will work with members for 2017 	Bill DeMeyer
Host City	MSAWWA Chair—Collette Anderson <ul style="list-style-type: none"> • First meeting on Jan 11, 2017 	Mike Jacobson/Wayne Lovelis
Information Management	MSAWWA Jr. Trustee—John Alston <ul style="list-style-type: none"> • Website content discussed • Work with SYP committee on poster competition • Real time conference updates will continue in 2017 • Social media policy will be developed • Discussed MRM files; no 	Dave Carlson attended meeting and gave report

	<p>action needed until we get over capacity for the price we are paying</p>	
Lifetime Achievement	<p>MSAWWA Director—Logan</p> <ul style="list-style-type: none"> • No report 	Paul LaVigne
Program	<p>MSAWWA Chair—Collette Anderson</p> <ul style="list-style-type: none"> • Received only 6 abstracts so far • Likely will need 2nd call for abstracts 	Amy Deitchler
Public Education	<p>MSAWWA Vice Chair—Jeff Ashley</p> <ul style="list-style-type: none"> • 1 more newsletter before conference is goal of committee 	Rika Lashley
Scholarship	<p>MSAWWA Past Chair—Slim Miller</p> <ul style="list-style-type: none"> • Greg will be looking for donations soon 	Greg Lukasik
Student & Young Professional	<p>MSAWWA Past Chair—Slim Miller</p> <ul style="list-style-type: none"> • Board reviewed draft call for posters; committee will revise with MSAWWA and MWEA logos and some other language; will accept all posters submitted • SYP committee meeting on Jan 13, 2017 	Keeley Barry

7. Review timeline for adoption of By-Laws--Slim
 - On hold for now.
8. Nominations for Junior Trustee—Director/Logan (leave as standing item on winter meeting agenda--removed from committee reports)
 - Still working on nominees.
9. RMSO report Hawaii—Nate/Jeff
 - Jeff reported
 - 56 total attendees including AWWA staff
 - Hawaii Section did an excellent job hosting

- Jon Eaton from Minnesota Section was main presenter
- A pilot of a shortened membership summit was held both days from 7-9 AM
- Steve Dennis from Cal-Nevada Section gave presentation on The Water Equation Campaign
- Discussed that AWWA is reducing from 5 to 4 regions. Montana will be in Region 4. Same sections with the addition of Rocky Mountain, Intermountain, Arizona and Texas.

10. 2017 Conference Update—Robin

- Host city meeting on Jan 11, 2017

11. 2018 Conference location—Robin

- Missoula is next up in rotation

12. EPA Training Agreement

- October 18th workshop update in Billings
 - ✓ Greg taught DBPs
 - ✓ 48 attendees
 - ✓ Another successful workshop
- 2017 Workshop date/location update—Thursday September 14th in Sidney
 - ✓ Barb has agreed to facilitate

13. Leadership Training funding—Logan

- Logan watched recent webinar – no further action for now

14. Revisit Community Engineering Corps discussion/creation of ad hoc committee—Logan

- Greg and Logan have tried to develop a project in NW Montana
- EWB students at MSU will be involved and are excited about opportunity

15. Update on Council Summit and Water Infrastructure Conference—John

- John attended and Bozeman was one of the largest utilities
- Lead service lines update
- Fly-in topics are not set due to election
- Regional treatment systems gaining traction, especially in eastern US
- Utility membership changes are being proposed by AWWA
- Water Infrastructure Conference was a great specialty conference

16. Other Business—Robin

- 2017 RMSO Sept 8th and 9th Grouse Mtn/Whitefish--Robin
- 2017 AWWA Fly In March 22-23—who is attending/registration is open
 - ✓ John will attend
 - ✓ Nate will attend
- 2017 YP Summit Tampa February 6th (chair training) & 7th—confirm Keeley Barry will be attending (Keeley is planning on attending)
- 2017 Membership Summit Denver January 18-20—Logan attending

17. 2017 Executive Secretary Contract—Board

- In 2017 budget

18. Adjourn

- Motion by Slim
- Second by Greg
- Approved
- Adjourned at 2:45

Minutes prepared by Jeff Ashley

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