



# Montana Section

American Water Works Association

**MSAWWA Board Meeting  
Minutes  
September 26, 2017 – 9:00 a.m.  
Morrison-Maierle Building  
1 Engineering Place • Helena MT**

Attendees

**Robin Barnes (Exec. Director); Greg Lukasik (National Director); Collette Anderson (Past Chair); Jeff Ashley (Chair); Wayne Lovelis (Chair Elect); John Alston (Senior Trustee); Jeff Jensen (Junior Trustee)**

Guests

**Dave Carlson, Keeley Barry**

Call To Order

**Jeff A. called the meeting to order at 9:15**

Old Business

1. Approve minutes of Spring Meeting—All  
**Wayne motioned to approve minutes, Jeff J. seconded  
Motion carried**

New Business

1. 2017 Budget Update Report – Robin  
**RMSO expense category - \$3,500 budgeted, \$5,800 expended; however, we have not received \$2,400 reimbursement from the Association.  
Over budget on director’s expenses because we sent Logan to ACE.  
Over budget on donations after donation to Linda Contreras memorial fund.  
Conference proceeds have not been split out and they will be after today. Section will receive \$12,118.72. Account balances – closed CDs were investment tool formally used by the Section but have now been moved to Vanguard account.**

2. Director’s Report – Greg  
**Logan, Greg, John and his staff attended ACE. Great venue, over 11,000 attendees. Currently association has solicited nominations for president. There are 9 in the running, including John. New president will be selected in January. Association is still pushing Total Water Solutions. Still looking for a project in Montana for Community Engineering Corp. India has government structure in place and will have their first conference this year. Finances are not doing great.**

3. MSAWWA Committee Reports:

<u>Committee</u>	<u>Board Oversight</u>	<u>Committee Chair</u>
Education	Sr. Trustee—John	Doug Whitney

Legislative	Vice Chair—Wayne	Nate Weisenburger
Membership	Sr. Trustee—John	Logan McInnis
Awards	Vice Chair—Wayne Jr. Trustee—Jeff Jensen	Patrick Johnson
Water for People	Vice Chair—Wayne	John Camden/Carrie Gardner
Nominations	Director—Greg	Director/Past Chair/Chair
Fuller Award	Director—Greg	Awardee from 5 yrs. Past—Logan

**Education committee – Robin updated. Doug Whitney and 4 others are on the committee. Title of preconference will be ‘Invasive Mussels – What to Expect and How to Prepare.**

**Legislative committee – No report.**

**Membership committee – John updated. Need to identify new committee chair. Contact late members. John will contact Jill Miller. Jeff A. will call Paul Montgomery and Craig Caprara. Collette will call Nick Clos and Donald Gibbs. Greg will call William Enright. Wayne will call George Larsen and Mark Zitzka. Need to update welcome letter with correct dates of ACE, Annual conference, and other upcoming trainings and events. Robin will update dates. If board members have comments on welcome letter, send them to Logan. Membership challenge retention of members and growth. To reach goal we needed to be at 289 members. We are at 272. We needed to keep 14 1<sup>st</sup> year members, only 8 have renewed.**

**Awards – No report.**

**Water for People – No report.**

**Nominations – No report.**

**Fuller Award – Ne report.**

**4. Bylaws revisions—All**

**AWWA has sent out a revised template they would like Sections to mirror. Jeff A. will take the lead to get up to speed to see where we are on updating the Bylaws. John and Wayne will help Jeff. After revisions, it must go to AWWA to get approved and be ready for membership view 30 days before the conference and then voted on at the conference. Information committee can help with formatting document if necessary.**

**5. One AWWA Water Operator Scholarship Update—Jeff**

**One \$1,000 or two \$500 scholarships have been offered. No nominations or applications received. Association wants us to sign an agreement so they can match the funds (\$500). Comes with complimentary 1-year membership. Board agrees that Jeff A. should sign the agreement. Robin will talk to Barb about possibly sending out postcards to her contacts. Collette and Jeff will look at having our companies volunteer to help with production of postcards for advertisement.**

**6. Critical Infrastructure Security Conference: October 17-18 in Billings—Jeff**

**Request was made to send information about Infrastructure Security Conference to membership. Robin will forward email to the board. Board will respond by Friday with thoughts.**

7. 2017 EPA Training Workshop update—Robin

**EPA has given out grants past three years to AWWA to put on trainings in the state on Safe Drinking Water Act. Barb Kauffman at METC has partnered grant workshops with her trainings. September 14<sup>th</sup> training was in Sydney. Had 21 in attendance. (goal of 20). We are currently submitting for reimbursement (\$3,000). Section has to give \$500 as like kind services.**

8. 2018 EPA Training Workshop location—Robin

**Funding will be available for 2018 for one workshop and is increased to \$4,800, but workshop is more detailed and they want hands on lab work during training. \$700 of in kind contributions will be required. Barb would like to put it on in Butte next September.**

9. 2017 RMSO: follow up discussion/implementation of ideas—All

**Conference went great. Jeff A. take-aways – soft skill training coordinated by Education committee during off year. Terry Walters indicated there may be grants available. Collette will work with Education Committee and will talk with Terry and look at writing a proposal. John is not sure there is anyone for free who will teach that. Drinking water week activities – discuss with joint Public Outreach committee.**

10. Discuss YP Summit participation by YP chair February 20-23, 2017 in San Antonio, TX—All  
**YP committee requests to attend. Board will budget for it in the winter. Board expressed gratitude to YP committee, which has been doing a great job.**

11. Discuss Membership Summit participation Jan. 24-26 in Denver—All

**Logan will go if no one else is available. Membership committee will discuss to see if someone is interested.**

12. Other 2018 Meeting Dates for discussion of attendance—All

a. ACE18 June 11-14 in Las Vegas

**There is one complimentary registration for secretary or paid staff.**

b. Summer Workshop July 25-26 in Denver

**Jeff J. and possibly new board member may attend if it works in their schedules.**

c. 2018 RMSO August 15-17 in Sitka

**Wayne and possibly John may attend.**

13. Winter Meeting date set—All

**December 4<sup>th</sup>, in Helena at MMI at 9 a.m.**

14. Other Business

**Summary of Action Items:**

- **Jeff will review Bylaws and work with John and Wayne to send out updated, final version to board**
- **Winter board meeting is December 4<sup>th</sup>, 9 a.m. at MMI**
- **Critical Infrastructure Security Conference – board will review email and respond with comments by Friday September 29**
- **EPA training – Barb will discuss with Butte and get back to us**

- **Jeff A. will sign agreement for scholarship. Robin will talk to Barb about expenses for sending out postcards.**
- **Membership committee will discuss sending someone to membership summit.**
- **YP Summit – committee would like to send someone**
- **Education Committee – Collette will think about ideas for soft skills training**

15. Adjourn

**John made a motion to adjourn, Wayne seconded.**

**Meeting adjourned at 11:30**

DRAFT