

**MSAWWA/MWEA  
BOARD MEETING MINUTES  
Monday, November 7, 2022—1:00 pm  
Virtual Meeting hosted by AE2S, Inc. on Microsoft Teams**

**Call to Order:** Barb Coffman, 1:07 pm

**Old Business:** Barb Coffman:

1. Review and Approval of Spring Meeting Minutes—Motion to approve by Keeley Barry, seconded by Carrie Gardner; motion carried

**New Business:**

2. MWEA President's Report—Barb Coffman:
3. Fall Board meeting was on 10/25/2022. Discussed budget and committee updates. Reported on Code of Conduct process and revisions to long range and strategic plans (due 2023). MWEA will update Bylaws after the long range and strategic plans are completed. Need nominations for Junior Trustee and new WEF delegate. Dave will finish term through WEF 2023 (October). He is still deciding whether he is willing to go for another term. Preconference is in MWEA's court this year – we are thinking of topics, ideas are welcome. Current ideas: nutrients and TMDLs – maybe a half day; rest could be filled with stormwater or general ww overflow from general conference. MWEA is reviewing Robin's contract for renewal with goal to revise and update to better match what Robin and others are actually doing.
4. MWEA Delegate Report—Barb Coffman for Dave Aune:

Dave attended WEFTEC and summarized what he learned in attached report. Topics included relevance and connection of House of Delegates (HOD) to member associations (MAs); value of WEF to MAs; WEF strategic plan; WEFMAX invitations; WEF's focus on diversity, equity, and inclusion (DEI); mentoring for new delegates; and others. Dave also lead a discussion on MWEA's Government Affairs Committee.
5. MSAWWA Chair's Report—Keeley Barry:

Fall Board meeting was on 11/4/2022. Discussed committee updates – particular items:

  - a. Awards committee will be sending out call for nominations.
  - b. Membership committee member is growing and active – completed updated action plan in March 2022 (AWWA requires this annual update to be eligible for certain funds).
  - c. There will be a raffle for water for people at next conference.
  - d. Discussed various MSAWWA activities and how to work towards getting participation back to pre-Covid levels.
  - e. Need junior trustee nominee.
  - f. Looking at DC fly-in – may coincide with our conference (again).
6. MSAWWA Delegate Report—John Alston:

John went to ACE and WEFTEC. Good attendance from Montana at both conferences. National AWWA membership has been holding steady – did not drop due to Covid. Finances look good. Carrie will be the new delegate starting in January and will attend in Toronto next

year. Long-term plan for AWWA is what water will look like in 2050. AWWA also has a focus on DEI.

7. Joint Committee Reports:

<u>Committee</u>	<u>Board Oversight</u>	<u>Committee Chair</u>
<p><b>Cross-connection:</b> There are 4 backflow assembly tester classes next year listed on MRWS website. Every class since Covid has been full. New plumbing code includes testing and may be part of the reason for higher attendance. About 160 ABPA certified testers in the state – that’s down a bit but looks to be picking up with the way classes have been filling up. Barb is now on the ABPA Board of Directors – this is year 2 of a 2-year term. She is also on their Certification Committee.</p>	MSAWWA David Carlson MWEA Rika Lashley	Barb Coffman
<p><b>Exhibitors:</b> Nothing to report. Committee serves to get exhibitors involved and give them an avenue to make suggestions for improvements to conference for them. Exhibitor track has been suggested but has not materialized. Exhibitor lunch has been implemented. Robin will reach out to a couple exhibitors to see if any would be willing to be a liaison (rather than a “committee chair”). Would be good especially since we are trying out Butte again.</p>	MSAWWA Matt Mudd MWEA Rickey Schultz	
<p><b>Host City:</b> Shanna Adams and David Carlson are the first two committee members; Rika to follow up with WWTP staff about participation.</p>	MSAWWA David Carlson MWEA Rika Lashley	Need a seasoned volunteer – David Carlson volunteered
<p><b>Information Management:</b> Moving along nicely; getting info from SYP committee for social media posts; committee also tackles AWWA records management; need more input from MWEA for social media.</p>	MSAWWA Jarrett Moran MWEA Matt Waite	David Carlson
<p><b>Lifetime Achievement:</b> Jeremy is working with Robin on getting call for nominations out.</p>	MSAWWA John Alston MWEA Dave Aune	Jeremy Perlinski
<p><b>Program:</b> Call for abstracts was sent to Robin. Education committee call for abstracts will be separate if needed.</p>	MSAWWA Keeley Barry MWEA Barb Coffman	Amy Deitchler
<p><b>Public Outreach:</b> Nothing to report.</p>	MSAWWA Jason Fladland MWEA Collette Anderson	Rika Lashley
<p><b>Scholarship:</b> Raffle did not do well last year. Hoping to get raffle tickets out by January. Might reach out to non-committee members for help getting tickets sold.</p>	MSAWWA Carrie Gardner MWEA Neil DeZort	Greg Lukasik
<p><b>Student &amp; Young Professionals:</b> Meeting regularly; have member spotlight each meeting; book club for water-related; planning trivia night; planning for poster competition (look for call for abstracts); participated in water tower competition; 2 of the winning team went to YP summit; WEF springboard program is being shared; there is interest from Paige and Alex to go to summit.</p>	MSAWWA Carrie Gardner MWEA Neil DeZort	Paige Jewell/Alex Ciessau

2. Update on joint accounts—Robin

See attached balance sheet; Vanguard went down a bit – Greg Lukasik is monitoring these accounts; any Board members can request to see statements if they like

3. 2022 Conference Wrap-up/Distribution of proceeds—Robin

- 16 first time attendees – low \$100 rate
- 5 student registrations (MSU poster competitors)
- \$5,700 sponsorships
- 35 booths sold (28 companies), down quite a bit
- 133 paid conference registrations, some included pre-conference and a few pre-con folks did not attend conference
- 48 pre-conference attendees

Robin went over the two attached pdf sheets showing the conference costs and income and comparing to prior years.

Great Falls venue – staff was good but quality of the facility is going down; pulled out of Best Western chain which could mean that they are not meeting standards. We may need to look for alternatives. Feedback from attendees and exhibitors has been somewhat negative for Great Falls, also because of its close proximity to MRWS conference. Future discussion of taking Great Falls out of the rotation should take place.

4. 2023 Conference Discussion: April 25-27 at Copper King/Butte—Robin

a. Final email vote 8/15 Board members responded/4 MWEA and 4 MSAWWA:

Discussion about cutting down on food quantity and choices to save money, especially if vendor attendance looks to be low again (Alaska conference at the same time); Robin looking into possibility for getting government rate for whole conference or some reduced conference rate.

Vote: In favor for going to Butte. Robin will finalize contract with Copper King.

b. Conference fees: Exhibitor & Attendee/change or remain same:

- At least 5 years since we updated fees. \$175 for early bird member; doesn't quite cover food. Fees have not been raised in about 5 years.
- Pre-con \$125 and includes lunch
- Suggestion: Raise all fees except student fees by \$25 – that will roughly cover inflation over the past 5 years.
- New rates will be member early bird \$200 for conference and \$150 for preconference
- Exhibitor fees: currently \$600; we don't want to raise them a lot but some increase seems justified because our costs have gone up. A small increase feels more manageable. \$50 suggested.

Voted in favor of raising all attendee fees except student fees by \$25 and exhibitor fees by \$50.

c. Post-conference audit committee is meeting soon to review things before Robins will disburse the funds to the two organizations.

5. Joint Board oversight update—Rika Lashley:

MWEA changed Board oversight to individual Board members rather than positions to provide more longevity of relationships between Board members and committee chairs and hopefully improve communication and connectedness within the organization.

MSAWWA changed their Board oversight for the joint committees in the same way. New oversight Board members are listed in the table above.

6. Joint participation in YP Summit costs—All

MSAWWA and MWEA have traditionally split the cost to take the YP chair to the summit. Last year chair and incoming chair went. For upcoming summit, we have co-chairs. Have offered \$1,500 in past – may be too low at this point. Since Paige has gone before, she has offered to stay back if funds will only cover one attendee. A discussion ensued over the value of sending two YPs to the summit and how much financial support we are able to offer them.

Rika motioned to send 2 people to YP Summit, John Alston seconded: the motion carried.

Suggestion to offer \$1,750 per person just for this year. Since we did not send the poster competition winner to ACE, we have extra money in the budget.

Matt Mudd motioned to offer up to \$1,750 reimbursement per person, Keeley seconded: motion carried.

7. Other Business:

- a. Curricula.com—free cyber security training info from AWWA—Robin strongly encourages folks to watch these if not getting this type of training through work.
- b. Legislative tracking by MRWS: Last year they included MSAWWA and MWEA on this and asked for a fee. Both orgs declined due to uncertain financial times. They are asking again and would appreciate some monetary contribution if we feel that this is service is of value to us. This year will cost \$15,000 (tracking bills, lobbying for MRWS, and testifying if necessary). MRWS is asking for \$1,500 from both organizations together.

John Alston motioned to approve \$750 for this, Carrie seconded; vote carried for MSAWWA. MWEA will vote by email because there was no quorum present.

- c. MSAWWA safe drinking water act workshop has not seen many registrations – Robin will send out reminder email. Please pass along to others.
- d. MWEA would like to have Robin sit in on all Board meetings, so scheduling of Board meetings at conference for different times is needed; morning meetings will be scheduled staggered with first and second time slot alternating between organizations.
- e. John Alston reported: Proposed bill (presented to WPCAC): Current \$2 per year per water connection fee for DEQ is to be increased to \$4. Fee us used for DEQ programs. Watch out for bill and opportunities to oppose as this can present a significant burden for larger communities.

8. Keeley Barry motioned to adjourn, John Alston seconded: adjourned at 2:54 pm.