

**MISSOURI SECTION
BOARD OF TRUSTEES MEETING
With
COMMITTEE CHAIRS**

Date: January 12, 2007

Place: **Holiday Inn Executive Center**
Columbia, Missouri

ATTENDANCE:

Board Members:

John Betz	Chair
Karen Kelly	Chair-Elect
John Schilling	Vice-Chair
Liz Grove	Director
Barry Kirchoff	Secretary/Treasurer
Tom Miller	Asst. Sec/Treas.
Gail Lewis	2 nd Year Trustee
Jim Urfer	2 nd Year Trustee
Donna Joaquin Mosley	1 st Year Trustee
Bruce Manning	1 st Year Trustee

Committee Chairs:

Mark Wolff	Annual Conference Management
Donna Joaquin Mosley	Dr. Kramer Award
Gail Lewis	Education
Nick Burns	Exhibits
Matt McLaughlin	Landmarks
Dan Montgomery	Membership
Diana Dohmen	Retired
John Schilling	Technical Program
Leo Ebel	Water for People
Curt Skouby	Water Utility Council
Steve Cymerman	Website
Gailla Rogers	Administrative Manager

Others:

Matthies Pupillo	Pupillo & Thomas
Kathryn Dery	Pupillo & Thomas
Alysia Briggs	Pupillo & Thomas

The meeting was called to order at 9:30 a.m. John Betz, Chair, welcomed everyone and went around the room and had everyone in the group introduce themselves and state which office or committee they served on. He indicated the morning session of the meeting would conclude around 11:30 and we would reconvene after lunch for a joint meeting with MWEA.

Approval of Minutes – John Betz

The minutes of the November Board meeting were approved.

Director's Report – Liz Grove

Ms. Grove reported that the Winter Board Meeting of the AWWA Board of Directors meeting will take place on January 19-21, 2007 in Honolulu, Hawaii. This will be my first "official" board meeting representing Missouri as director.

Major items of business that will be addressed at the board meeting are the election for new officers. We will be voting on the president-elect, two vice presidents and a director at large. We will also approve the 2007 budget.

Events coming up that the Missouri Section should seriously consider participating in include the Membership Summit in Phoenix, AZ on February 2-3, 2007; the Water Matters Fly-In scheduled for April 17-18, 2007; and submitting an application for the 2007 Section Education Award.

Our national representative for the annual conference will be Janice Skadsen. Janice is an AWWA vice-president from the Michigan Section.

Secretary/Treasurer's Report – Barry Kirchhoff

Barry reported the balance as of January 1, 2006: \$122,400.46. Year to date income through December 29 was \$85,905.05 and year to date expenses were \$63,141.96. Balance includes \$10,326.33 in Restricted Assets in the Scholarship Fund.

Net income per organization \$23,752.37 – profit after scholarships

MOTION: A motion was made, seconded and passed to approve the Treasurer's Report.

Chair's Report – John Betz

Mr. Betz spoke about

There was discussion on possibly moving some of the award presentations around at the annual conference. No decision was made.

Administrative Manager's Report – Gailla Rogers

Gailla gave the deadline for the next newsletter deadline as January 26, 2007.

Committee Reports-

Secretary/Treasurer – Kirchhoff

Annual Conference Management

Site Selection

**Registration
Membership**

Annual Conference Management – Mark Wolff

Mr. Wolff reported

Site Selection – Barry Kirchhoff

March 26-28, 2007 Joint Conference with MWEA at TanTarA
March 31-April 2, 2008 Joint Conference with MWEA at TanTarA
March 30-April 1, 2009 Joint Conference with MWEA at TanTarA

Barry reported the Missouri Section had signed to hold joint conferences with MWEA through 2011.

Registration – Barry Kirchhoff

Barry Kirchhoff was present – no report.

Site Selection – Barry Kirchhoff

The section is scheduled through 2011 for joint conferences with MWEA.

Membership – Dan Montgomery

Mr. Montgomery was present and gave the following report:

As of January 1, 2007 the Missouri Section has 818 members. This is an increase of 12 since last year at this time. The total membership for AWWA nationally is 59,170.

I will be attending the 2007 National Membership Summit in Phoenix Arizona February 2nd and 3rd. There will be interactive sessions, brainstorming, and lots of tools for me to bring back to our section.

In the mean time, I would ask anyone who would be interested in joining me in retaining and adding new members to contact me at dmontgomery@indepmo.org or 816-325-7693.

Assistant Secretary-Tom Miller

**Newsletter
Advertising
Public Information
Web Master**

Newsletter –Tom Miller

Mr. Miller was present; no report other than the newsletter deadline is January 26 2007

Advertising – John Pruss

Mr. Pruss was not present. Tom Miller gave the following report that income for advertising was running around \$14,000.

Public Information - Steve Cymerman

Mr. Cymerman was present.

Chair Elect - Karen Kelly

Budget

Strategic Planning

Water Utility Council

Budget – Karen Kelley

Ms. Kelley presented the budget. The budget as revised after the board meeting will be attached to these minutes.

Strategic Planning – Karen Kelly

Ms. Kelly was present and said that the following Strategic Report will be part of a Visioning Meeting to be facilitated by AWWA National staff, Susan Francheschi later this year in May. This meeting is scheduled with the Missouri Section, one day prior to the beginning of the Regional Officers Meeting. The RSMO will be held in Missouri this year.

STRATEGIC PLAN 2006-2007

CURRENT AREAS OF PRIORITY:

1. Consumer Confidence
2. Water Quality
3. Small Water Systems
4. Governmental Affairs
5. Primacy

ACTION PLAN AREAS:

1. Water Quality
2. Small Water Systems
3. Governmental Affairs
4. Public Information
5. Education
6. Revenue Sources
7. Section Development and Support

Recommendations:

Small Systems: Continue support of the training sessions coordinated with the Missouri Water and Wastewater Conference. This is providing, not only information, but personal contact with small systems that could lead to future networking opportunities with these small systems.

Public Information: Continue to utilize the section website as a means of communication for members and nonmembers. Explore additional opportunities for use of this medium.

Government Affairs: Continue the highlights on government matters in the newsletter. Increase participation of AWWA with the Safe Drinking Water Commission.

Education: Continue to offer training opportunities, including the AWWA sponsored teleconferences and seminars.

Section Development and Support: Evaluate Trustee and Committee structure.

Water Utility Council – Curt Skouby

Mr. Skouby was present and gave the following report:

At the national level security in several forms will be an ongoing topic for the upcoming year. AWWA, ASCE and WEF have jointly developed a couple of draft documents addressing security that are of interest (Guidelines for the Physical Security of Water Utilities and Guidelines for Designing an Online Contaminant Monitoring System). They can be found at: <http://www.asce.org/static/1/wise.cfm#wise1> . I think utilities should give these and similar documents a close look. I would also expect that legislation will be introduced at the Federal level that include “Inherently Safer Technologies” provisions. The concern is that the water industry could be directed to stop using chlorine and switch to an “inherently safer” disinfection.

The second Unregulated Contaminant Monitoring Rule (UCMR2) was published in the Jan. 4 *Federal Register*, triggering a series of compliance deadlines. The first dead line is at 90 days, when water systems subject to the rule must submit contact information to USEPA and laboratories wishing to analyze for any or all UCMR2 contaminants must register with USEPA for approval.

Vice Chair- John Schilling **Technical Program** **Exhibits** **MAC**

Technical Program – John Schilling

Mr. Schilling was present and gave the following report:

We’ve worked in cooperation with the MWEA Technical Program Committee Co-Chairman, Richard Johannes, to develop a Technical Program for the 2007 Annual Joint Conference consisting of six concurrent sessions on Monday morning and afternoon, six concurrent sessions on Tuesday morning and afternoon, and four concurrent sessions on Wednesday morning.

The technical program was delivered to Pam Schweitzer for publication in the Conference Registration booklet to be mailed to MO-AWWA and MWEA members during the week of January 15.

We will send formal notification to the speakers we have chosen for the program during the week of January 15.

Exhibits – Nick Burns & Mickey Bernard

Mr. Burns was present and gave the following report:

The exhibitors prospectus was mailed out on January 8, 2006. We expect replies to start coming in early the week of January 15. We are finalizing the “acceptance/response packet” for the paid exhibitors.

We are working on the hospitality host flier and want to have it ready for mail the week of January 22nd.

Manufacturer's/Assoc. Council – Mickey Bernard

Mr. Bernard was present; no report

Past Chair – Roddy Rogers

Nominations

Audit

J. R. Popalisky Scholarship

Nominations –Roddy Rogers

Mr. Rogers was not present but the following slate of officers was presented:

The Nominating Committee of the Missouri Section AWWA has met in accordance with the Section By-Laws to fulfill its duty in preparing and submitting a slate of Officers and Trustees for the 2007-2008 Section year starting at the Annual Meeting to be held late March 2007. This slate of candidates represents the Nominating Committee's Official Section Nominees. It is our duty to point out that at-large nominations are also permitted from the membership in accordance with the by-laws.

According to the by-laws, the first and second year trustees will continue in their role moving up to second and third year trustees, respectively. For the 2007-2008 term, these being:

3rd YEAR TRUSTEES: Gail Lewis and Jim Urfer

2nd YEAR TRUSTEES: Bruce Manning and Donna Joaquin Moseley

For the official slate of nominees we considered and contacted several highly qualified Section Members for these leadership positions before arriving at our recommended slate, which appears below.

**OFFICER NOMINATING COMMITTEE
ANNUAL REPORT**

DATE: January 12, 2007

ANNUAL CONFERENCE: March 25-28, 2007

NOMINEES

SECTION CHAIR: Karen Kelley

CHAIR ELECT: John Schilling

VICE CHAIR: Tom Crowley

SECRETARY/TREASURER: Barry Kirchhoff

ASSISTANT SEC TREAS: Tom Miller

TRUSTEE: John Reddy

TRUSTEE: Mickey Bernard

Your Nominating Committee respectfully submits the above nominees for the various offices of the Missouri Section, American Water Works Association.

Chair: Roddy Rogers Members: Mike O'Connell and Elizabeth Grove

In accordance with the Section By-Laws the above slate will be published in the next Missouri Section Show-Me newsletter.

Audit – Bruce Hattig

Mr. Hattig was not present; no report.

J. R. Popalisky Scholarship – Chester Bender

Mr. Bender was not present; no report.

Director – Liz Grove

Fuller Award

National Nominations

Water Industry Coordinating Council

Fuller Award – John Betz

Mr. Betz was present. A Fuller Awardee has been decided on.

National Awards – Barry Kirchhoff

No report. There was discussion with regard to what the National Award Committee wa.

Water Industry Coordinating Council - Frank Pogge

No report.

3rd Year Trustee – Jeff Gard

Retired Members

Small Systems

Bylaws

Source Water Protection

Retired Members – Diana Dohmen

Ms. Diana Dohmen was present and report the Retirees will continue to participate jointly with the Spouses Program at the annual conference.

Small Systems – John Brummer

Mr. Brummer was not present, but John Betz reported there had been

Bylaws – John Parker

Mr. Parker was not present; no report. Mr. Parker will be contacted regarding any changes needed on the Bylaws.

Source Water Protection – John Witherspoon

Mr. Witherspoon was not present; no report

3rd Year Trustee – Tom Crowley

**Research
Diversity
Kramer Award**

Research – Bruce Long

No report.

Diversity – Amy Ruggeri

Ms. Ruggeri was not present; there will be a 5K Walk at the next conference.

Kramer Award – Donna Joaquin Mosley

Ms. Mosley was present

2nd Year Trustee – Gail Lewis

Student Activities

Education

Young Professionals

Student Activities – Tom Crowley

Mr. Crowley was not present; no report.

Education – Gail Lewis

Ms. Lewis reported

Young Professionals – Eric Stechmann

Mr. Stechmann was not present; no report.

2nd Year Trustee – Jim Urfer

Water for People

Landmark

Gimmicks & Gadgets

Water for People – Leo Ebel

Mr. Ebel was present;

Landmark – Matt McLaughlin

Mr. McLaughlin was present and gave the following report:

The committee has been in contact with three utilities, located in Booneville, Cape Girardeau, and Kearney, which have expressed interest in having a site recognized as an American Water Landmark. Information packets on the recognition process have been sent to these sites and follow-up phone calls have been made. No action by the utilities has been taken at this time. The committee has also submitted an article to Gailla Rogers for the next newsletter. The article lists contact information for the committee and the requirements necessary for a site to be recognized as an American Water Landmark

Gimmicks and Gadgets – Bob Nelson

Mr. Nelson was not present; no report.

1st Year Trustee – Bruce Manning

**Operator Meritorious
Safety
Tenure of Service
Heroism**

Operator Meritorious – Ray Seidelman

Mr. Seidelman was not present; no report.

Safety – Dan Minor

Mr. Minor was not present; no report.

Tenure of Service – Bill Clarke

Mr. Clarke was not present; no report.

Heroism – Tim Rajchart

Mr. Rajchart was not present; no report.

1st Year Trustee – Donna Joaquin Mosley

Drinking Water Week

Boyd Award

Best Operator

Drinking Water Week – Susan Bloomer

Mrs. Bloomer was not present; no report.

Boyd Award

Mrs. Mosley reported that she had contacted Mr. Gunter and that he reported that he had not been active with the Missouri Section AWWA for the past few years. Ms. Mosely is taking over this committee.

Best Operator: Raed Armouti

Mr. Armouti was not present; no report.

Other Business:

Update on shirts: Donna Joaquin Mosley reported on the type of shirts she will be ordering.

She passed around a listing of officers/committee chairs and asked everyone to mark their size. She will also send an e-mail to all requesting shirt sizes and shirts will be ordered soon. They will be available for pickup at the January board meeting.

From: Net Income Surplus Ad-Hoc Committee: Holly Shorney-Darby, Tom Miller, Bruce Manning, and Mickey Bernard

The Ad-Hoc Committee for deciding how to spend the MOAWWA Section's net income surplus was formed in the summer of 2006. The committee was asked to make recommendations to the Board for how to allocate the excess funds that have been generated by recent conferences.

A few questions need to be addressed:

1. How much money should be allocated or spent to satisfy the IRS of a non-profit organization?
2. How do we spend the money?

Question 1. How money should be allocated or spent?

A summary of the MOAWWA year-end net income is shown below. This listing does not include the 2006 joint conference year, but the November Board meeting minutes show a profit of \$23,752 from the annual conference.

Year	Revenue	Expense	Net
2001	\$143,056.08	\$149,152.37	-\$6,096.29
2002	114,455.67	127,927.49	-13,471.82
2003	225,472.72	213,116.58	12,356.14
2004	130,163.20	111,443.85	18,719.35
2005	126,224.67	126,682.58	-457.91

Discussion for Question 1. The Board and committee chairs should discuss the overall Section's financial position as well as the potential to generate approximately \$20,000 at future joint conferences. A decision on how much money to initially allocate needs to be made. (e.g., the Section should spend \$50,000 now, and then decide annually how much to allocate or spend in the future). Once this is known, the committee can make better recommendations about how to spend the money.

Question 2. How should the money be spent or allocated?

During the summer board meeting, some ideas were discussed, and in the autumn, the board and committee chairs were asked via email for input/suggestions. Two additional responses were gathered via email. All of the ideas are listed below.

Ideas for allocation of excess net income

1. Allocate some funds for regional officers meeting attendance.
2. Public Information - television advertisements for drinking water and engineering
3. Funds for a financial advisor to MOAWWA (and MWEA?) for taxes/filing as joint conference.
4. Web site support - invest in technology for interactive on-line registration, exhibits, etc. (i.e., similar to IL Section). Email comment: It would be helpful if our website could be improved to enable current and potential advertisers of the quarterly newsletter and annual roster to inquire about advertising opportunities and costs, and to register if interested. It may also be helpful if our web-site was improved to make annual conference information available, including on-line registration of attendees and exhibitors.
5. Increased scholarship money
6. Email comment: Formally establish a MoAWWA J.R. Popalisky Education Foundation which would be responsible for administering an endowment fund that would be "seeded" with a substantial amount of money from the current surplus of funds.
7. Water for People donations

Answer to Question 2. It seems that two issues stand out and foster the future of MOA WWA as well as match the Section's mission as an educational organization. These are web-site development and establishing an endowment for the J.R. Popalisky Scholarship. The other ideas are also of merit, and perhaps an initial allocation to them would be appropriate. Donations to Water for People need to be considered carefully, as the funds generated by conference should go towards operation of the Section, and funds for Water for People should likely remain as donations via fund raisers.

The group adjourned at 11:30 for lunch and a joint meeting was held in the afternoon with MWEA.

Submitted for additions and/or corrections.

Barry Kirchoff - Secretary Treasurer

PROPOSED AWWA COMMITTEES

Advertising
Annual Conference Management
Audit
Budget
By-Laws and Procedures
Diversity
Drinking Water Week
Education
Exhibits
Fuller Award
J. Robert Popalisky Scholarship
Landmarks
Manufacturers/Associates Council
Membership
National Nominations
Newsletter
Nominating
Operations Service Awards

- **Best Operator**
- **Gimmicks and Gadgets**
- **Heroism**
- **Operator Meritorious Service**

Public Information
Professional Awards

- **Boyd Utility Manager Award**
- **Dr. Kramer Award**
- **6P**

Retired Members
Safety and Emergency Planning or move to award committee
Site Selection
Small Systems

Source Water Protection
 Strategic Planning
 Student Activities
 Technical Program
 Tenure of Service
 Water for People
 Water Industry Coordinating Council
 Water Utility Council
 Web Master
 Young Professionals

AWWA - Missouri Section							
2007-2008 Budget							
			BUDGET	Actual		BUDGET	Actual
ACCT #	REVENUES		2005-06	2005-06		2006-07	Thru mid Nov
301	AWWA ALLOTMENT + ASSESSMENT		25,000.00	30,057.35		32,000.00	2,057.60
302	DIRECTOR'S MEETING			0.00			0.00
303	SECTION MEETING		155,600.00	3,711.06		82,000.00	23,752.37
321	SAVINGS INTEREST			344.93		400.00	143.49
325	CD INTEREST		2,000.00	1,867.45		2,000.00	0.00
331	CONTRIBUTIONS			100.00		100.00	3,650.00
371	COMMITTEE ACTIVITIES		3,900.00	0.00		4,000.00	0.00
381	SEMINARS & WORKSHOPS		6,000.00	10,094.00		8,000.00	0.00
391	OTHER		1,000.00	1,410.00		1,000.00	1,361.32
392	ADVERTISEMENT		17,000.00	11,360.00		16,000.00	10,320.00
	TOTAL RECIEPTS		210,500.00	57,077.34		145,500.00	41,284.78
ACCT #	EXPENSES						
401	SECTION BOARD MEETING		1,500.00	2,408.78		2,500.00	936.75
402	DIRECTORS MEETING		1,000.00	0.00			0.00
403	SECTION ANNUAL MEETING		141,100.00	11,672.58		70,000.00	0.00
404	REGIONAL OFFICER'S MEETING		12,000.00	10,787.44		6,000.00	1,299.40
409	OTHER MEETINGS		1,500.00	290.60		1,500.00	207.60
412	SECRETARY-TREASURER EXPENSES		2,300.00	2,716.82		2,500.00	1,605.18
421	STATIONARY & PRINTING		300.00	91.90		800.00	273.98
422	SUPPLIES		500.00	596.10		1,000.00	123.75
423	POSTAGE		1,800.00	1,592.08		2,000.00	1,008.02
424	TELEPHONE		300.00	182.00		350.00	156.00
425	NEWSLETTER & ROSTER		15,000.00	12,217.20		15,000.00	5,947.19
426	BANK CHARGES		1,000.00	530.16		1,500.00	63.51

431	AWARDS & SCHOLARSHIP		1,300.00	4,340.51		2,325.00	0.00
	Best Operator	100.00			100.00		
	Donald R. Boyd	75.00			100.00		
	Fuller	50.00			50.00		
	Gimmicks and Gadgets	200.00			200.00		
	Kramer	500.00			500.00		
	Op Meritorious Service	25.00			25.00		
	Past Chair	100.00			100.00		
	Scholarship				1,000.00		
	Tenure of Service	150.00			150.00		
	6P Award						
	Committee Chair Recognition	100.00			100.00		
	Other	0.00					
432	RESEARCH FOUNDATION		500.00	0.00		500.00	0.00
433	WATER FOR PEOPLE		4,000.00	0.00		4,000.00	0.00
451	CONTINGINCIES		500.00			500.00	0.00
461	OTHER		1,000.00	3,206.72		1,000.00	886.68
471	Committee Expenses		3,550.00	417.95		5,550.00	338.52
	Audit (Every three years)	0.00					
	Budget	0.00					
	Bylaws	0.00					
	Drinking Water Week	0.00					
	Education	400.00			500.00		
	Gimmicks and Gadgets	100.00			100.00		
	Membership	500.00			500.00		
	Landmark	0.00					
	Poster Contest	600.00			600.00		
	Retired	150.00			150.00		
	Small Systems				2,000.00		
	Student Activities	500.00			400.00		
	WICC	100.00			100.00		
	WUC	300.00			300.00		
	Water For People	100.00			100.00		
	Technical Program	100.00			100.00		
	Publicity	100.00			100.00		
	Young Professionals	400.00			400.00		
	Safety and Emergency Planning	200.00			200.00		
481	SEMINARS & WORKSHOPS		4,000.00	3,964.62		4,500.00	1,029.92
491	WEB PAGE		500.00	269.40		500.00	0.00

492	STAFF	16,850.00	16,850.00	17,500.00	8,750.00
TOTAL EXPENSES		210,500.00	72,134.86	139,525.00	22,626.50