

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

**Date:** January 6, 2004

**Place:** **Columbia Water Treatment Plant**  
Columbia, Missouri

**ATTENDANCE:**

Board Members:

Liz Grove	Chair
Mike O'Connell	Chair-Elect
Roddy Rogers	Vice-Chair
John Betz	Secretary/Treasurer
Barry Kirchhoff	Asst. Secretary/Treasurer
Dave Visintainer	Director
Curt Skouby	3rd Year Trustee/WUC
Karen Kelley	2nd Year Trustee
Tom Miller	2 <sup>nd</sup> Year Trustee
John Schilling	1 <sup>st</sup> Year Trustee
Jeff Lakin	1 <sup>st</sup> Year Trustee

Committee Chairs:

Ron Molly	-	Annual Conference Mgmt.
John Parker	-	ByLaws
Amy Ruggeri	-	Diversity/WUC/Leg. P.O.C.
John Schilling	-	Exhibits
Tim Rajchart	-	Heroism
Dan Montgomery	-	Membership
Ray Seidelman	-	Operators Meritorious
Diana Dohmen	-	Retirees
Mark Wolff	-	Scholarship
Tom Crowley	-	Student Activities/Conference Mgmt
Curt Skouby	-	Water Utility Council
Dave Osterhoudt	-	DNR
Gailla Rogers	-	Administrative Manager

The meeting was called to order at 10:00 a.m.

Liz Grove, Chair, welcomed all members that were present and had everyone in the group introduce themselves and indicate which office or committee held.

**Approval of minutes from November Board Meeting – Liz Grove**

**MOTION: A motion was made, seconded and approved to accept the November minutes.**

**Director's Report – Dave Visintainer**

Mr. Visintainer was present and gave the following report:

Winter Board Meeting

Agenda Items:

ByLaws change – which will allow all sections to designate an alternate member to attend the directors meeting.

Government Documents - There is talk about eliminating the Thursday Board of Directors meeting and there is a lot of support for eliminating the Annual Banquet and going to a less formal reception.

There is travel reimbursement for Directors to go to the Board Meetings.

There is a 4 year dues program:	2005	\$114 to \$130
	2006	\$130 to \$130
	2007	\$130 to \$170

Operators:	2005	\$57 to \$62
	2006	\$62 ,staying the same
	2007	\$62, staying the same

Mr. Visintainer reported that Curtis Truss would be the National Officers attending the conference this year.

#### **Secretary/Treasurer's Report – John Betz**

John reported that on January 1, 2003 the section started with a balance of \$91,987.23. Total revenues collected as of September 31, 2003 was \$225,472.72. Expenses for the year through December 31 are \$213,116.58. We have \$43,669.14 in reserve funds (CDs). Our income for last year is \$12,356.14 for the year.

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

#### **DNR Report – Darrell Osterhoudt**

Mr. Osterhoudt reported that the reorganization is continuing at MoDNR.

#### **Chair's Report – Liz Grove**

Liz reported that the Regional Officers Meeting this year is March 5-6 in Wichita, Ks. Please let Gailla Rogers or John Betz know if you are planning on attending.

Liz spoke to the group about information received from National on AWWA Seminar Partnership. There are two seminars to partner on. The first is August 4-5 on Emergency Response. They are wanting to host this at a water utility either in Kansas City or St. Louis. Kansas City volunteered to host this. The 2<sup>nd</sup> one is October 13-15 on Financial Management. St. Louis will host this one. 10 Percent of the registration fees come back to the Section.

Liz spoke to the group about a Membership Summit that National was proposing for Feb. 27-28. Dan Montgomery was able to go to this Summit.

#### Memorandum of Understanding – Joint Meetings with WEF

Liz reported that there was a joint meeting at the last Board Meeting where an Memorandum of Understanding was finalized for upcoming joint conferences. She asked that there be a Motion and Vote on this.

**Motion: A motion was made, seconded and passed to accept this Memorandum of Understanding.**

#### **Administrative Manager's Report – Gailla Rogers**

Gailla gave the deadline for the next newsletter deadline which is January 15. She passed around a draft version of the Conference Mailer. It was also requested later in the meeting that Gailla do an inventory of the denim shirts housed in her basement.

#### **Committee Reports-**

##### **Secretary/Treasurer – Betz**

**Annual Conference Management**

**Site Selection**

**Registration**

**Membership**

##### **Annual Conference Management- Jeff Gard/Ron Molly/Tom Crowley**

Ron Molly was present and went over the program for the upcoming conference. There had been a meeting in December with the hotel staff. Everyone is moving along nicely. Mike Alden will be the keynote speaker.

A decision was made not to have a conference gift this year.

### Purchase of Projectors for Annual Conferences

The group spoke about purchasing two projectors, cords and bulbs for future conferences. The hotels are okay with conferences bringing their own equipment because they do not have the technical support needed during the conference. It was reported that the cost is \$450 a day to rent the projectors, plus the screen cost.

John Betz indicated that Rural Water already had a projector and that they would let the Missouri Section borrow it for the conference. The section would need to purchase an additional two projectors to be able to hold 3- concurrent sessions at a time.

The group charged Mike O'Connell, with his technical expertise, to research the purchase of two projectors, cords and bulbs. It was hoped that these could be purchased in time for this year's conference.

Golf Tournament- Eagle Knoll Golf Course has been reserved for the conference. The tournament will be Tuesday, April 13.

### **Site Selection – John Betz**

April 14-16, 2004	Holiday Inn Executive Center, Columbia
April 6-8, 2005	Holiday Inn Executive Center, Springfield
March 27-29, 2006	Joint Conference with MWEA at TanTarA
March 26-28, 2007	Joint Conference with MWEA at TanTarA
March 31-April 2, 2008	Joint Conference with MWEA at TanTarA

The Board has signed agreements to hold the 2006, 2007 and 2008 as joint conferences with MWEA

### **Registration – John Betz**

No report.

### **Membership – Dan Montgomery**

Dan Montgomery reported that as of January 1, 2004 the Missouri Section has 838 members, up 10 from last year.

### **Assistant Secretary-Barry Kirchhoff**

- Newsletter**
- Advertising**
- Public Information**
- Web Master**

### **Newsletter – Barry Kirchhoff**

No report.

### **Advertising – Ed Sewing**

No report.

### **Public Information - Steve Cymerman**

Mr. Cymerman was not present; no report.

### **Chair Elect- Mike O'Connell**

- Budget**
- Strategic Planning**
- Water Utility Council**

### **Budget – Mike O'Connell**

Mr. O'Connell reported that the Budget would be approved at the Business Meeting in April during the Annual Conference

**Strategic Planning – Mike O’Connell**

**Self-Assessment**

Mr. O’Connell reported that 17 people out of more than 50 had went on-line to fill out the Self-Assessment. He asked that others please go on to fill out the self-assessment.

**Water Utility Council – Curt Skouby**

The Water Utility Council is reorganizing at this time.

**Vice Chair- Roddy Rogers**

**Technical Program**

**Exhibits**

**MAC**

**Technical Program – Roddy Rogers**

Roddy indicated that he had one slot left to be filled for the technical program.

**Exhibits – John Schilling**

Mr. Schilling presented the following report:

Exhibitor Prospectuses for the 2004 Conference will be printed and mailed to approximately 300 prospective exhibitors during the second week of January 2004.

Electronic files for the Exhibitors Prospectus and Application Forms will be provided to Steve Cymerman for posting on the MO-AWWA web-site.

A revised budget for Exhibit Hall activities is included with this report. Revisions contained in the latest budget should result in an increase of Exhibit Hall profits of about \$1,800 over the amount of profit projected in the preliminary budget that was proposed at the November 2003 Board meeting. The estimated savings are the result of reduced costs for menu selections for Exhibit Hall activities.

Hospitality Host solicitation letters will be mailed later in January and should be expected to raise about \$3,000 in additional funds.

**Manufacturer’s/Assoc. Council – Mickey Bernard**

No report.

**Past Chair – Holly Shorney**

**Nominations**

**Audit**

**J. R. Popalisky Scholarship**

**Nominations –Holly Shorney**

No report.

**Audit – Tom Miller**

Mr. Miller was present, the audit will be started shortly.

**J. R. Popalisky Scholarship – Mark Wolff**

Mr. Wolff was present and reported that there would be a scholarship this year. The scholarship application will be put on the Section website this fall.

**Director – Dave Visintainer**

**Fuller Award**

**National Nominations**

## **Water Industry Coordinating Council**

### **Fuller Award – John Witherspoon**

Mr. Witherspoon not present, but gave the following written report: The selection of an awardee has been made. Information will be forwarded to National this week.

### **National Awards – John Betz**

John Betz had no report.

### **Water Industry Coordinating Council- Frank Pogge**

Mr. Pogge was not present, no report.

### **3<sup>rd</sup> Year Trustee – Leo Ebel**

#### **Retired Members**

#### **Small Systems**

#### **Bylaws**

### **Retired Members – Diana Dohmen**

Ms. Diana Dohmen was present. She indicated that there would be Retirees Lunch this year at the conference.

### **Small Systems – Todd Baslee**

No report.

### **Bylaws – John Parker**

Mr. Parker was not present, but filed the following report

The current Administrative Guidelines have had two (2) revisions since last published in 2001 and we are awaiting information for a third:

The Water for People Committee had minor revisions and a new section for the Kenneth J. Miller Award was created. These revisions have been incorporated into the web site.

A Source Water Protection Committee was approved in July and is ready to go on the web site.

Pending are some corrections to Dr. Kramer biographical information in the awards section as requested by Deedie Bedosky, his daughter. We have been in touch with her and are awaiting her changes. We need approval to make these minor changes when received.

Each time revisions are made they are forwarded to the web site. We believe the board should discuss the possibility of no longer producing notebooks with the Administrative Guidelines and rely solely on the web site for information.

**A motion was made, seconded and approved that once the Dr. Kramer biographical changes were received the Administrative Guidelines could be approved.**

### **3<sup>rd</sup> Year Trustee – Curt Skouby**

#### **Research**

#### **Diversity**

#### **Kramer Award**

### **Research – Bruce Long**

No report.

### **Diversity – Amy Ruggeri**

Ms. Ruggeri was present. She spoke on the 5 K Fun Run/Walk for Diversity to be held during the annual conference to help raise funds for the Diversity Committee. This information will also be put into the January newsletter.

**Kramer Award – Michael Galluzzo**

No report. No one is sure where Mr. Galluzzo is.

**2<sup>nd</sup> Year Trustee – Karen Kelley**

**Student Activities**

**Education**

**Young Professionals**

**Student Activities – Tom Crowley**

Mr. Crowley was not present. He is working on getting papers for the upcoming conference from Rolla and Columbia.

**Education – Vincent Hart**

Mr. Hart was not present; no report. It was reported that information regarding the Preconference Seminar was needed for the Conference mailer.

**Young Professionals – Mark Wolff**

Mr. Wolff was present and reported that the Young Professionals will have some type of event during the annual conference.

**2<sup>nd</sup> Year Trustee – Tom Miler**

**Water for People**

**Landmark**

**Gimmicks & Gadgets**

**Water for People – Jeff Lakin**

Mr. Lakin gave the following report:

**PROJECT FUNDING:**

This past December, the Missouri Section Water for People Committee moved to 100% unrestricted funding. National WFP had made a convincing case that in order for them to minimize their administrative burden, the various committees should seriously consider such a move. The Missouri Section WFP Committee was queried and the majority agreed to the proposed funding methodology.

**FUNDRAISING:**

The Missouri Section and Illinois Section squared off on their first annual Water For People Trap & Skeet Challenge this past September. We did not net any proceeds but gained valuable experience toward planning future events. Our next shooting event will be held at the April 2004 Conference.

In addition, Missouri AWWA will again hold a Silent Auction at the April 2004 Annual Conference to benefit Water For People and the Scholarship fund. Solicitations have begun. A second “live” auction is planned for the conference immediately following the annual banquet. This years Chair for the auction events is Leo Ebel.

We will also be working with the Scholarship Committee to contact donors and hole sponsors for the annual golf tournament taking place on the Tuesday prior to the conference.

Networking is continuing to establish more Workplace Giving programs.

**NATIONAL WFP:**

A candidate has been chosen by the ad hoc committee for the Kenneth J. Miller Founders’ Award from National WFP. This Award will be presented at the Annual Missouri Section Conference in April.

**Landmark – Ron Goold**

Not present; no report.

**Gimmicks and Gadgets – Bob Nelson**

No report

**1<sup>st</sup> Year Trustee – John Schilling**

**Operator Meritorious  
Safety  
Tenure of Service  
Heroism**

**Operator Meritorious – Ray Seidelman**

Mr. Seidelman was present. He has an award winner and this will be presented at the banquet.

**Safety – Dan Minor**

No report.

**Tenure of Service – Jim Urfer**

No report. This group still struggles with the clarification of the qualifications for the Tenure of Service Award. Needs to define utility member's eligibility.

**Heroism – Tim Rajchart**

Mr. Rajchart was present; no report.

**1<sup>st</sup> Year Trustee – Jeff Lakin**

**Drinking Water Week**

**Boyd Award**

**Best Operator**

**Drinking Water Week – Susan Bloomer**

No report.

**Boyd Award – Dave Visintainer**

No report.

**Best Operator:**

No report.

**Other Business:**

Administrative Manager – Renewal of Contract

The contract for Administrative Manager duties with Gailla Rogers was extended for one additional year. She received a salary increase bringing her yearly salary to \$16,850.00

Submitted for additions and/or corrections.

John Betz, - Secretary Treasurer