

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

Date: January 7, 2005

Place: Columbia Water Treatment Plant
Columbia, Missouri

ATTENDANCE:

Board Members:

Mike O'Connell	Chair
Roddy Rogers	Chair-Elect
John Betz	Vice-Chair
Barry Kirchhoff	Secretary/Treasurer
Karen Kelley	3rd Year Trustee
Tom Miller	3rd Year Trustee
John Schilling	2nd Year Trustee
Tom Crowley	1 st Year Trustee

Committee Chairs:

John Schilling	-	Exhibits
Tim Rajchart	-	Heroism
Ray Seidelman	-	Operators Meritorious
Diana Dohmen	-	Retirees
Tom Crowley	-	Student Activities/Conference Mgmt
Curt Skouby	-	Water Utility Council
Gailla Rogers	-	Administrative Manager

The meeting was called to order at 9:30 a.m.

Mike O'Connell, Chair, welcomed all members that were present and had everyone in the group introduce themselves and indicate which office held or committee they served on.

Approval of minutes from the November Board Meeting – Mike O'Connell

Due to computer distribution list failure, the minutes were not received by everyone. They will be distributed via e-mail after the board meeting and people can e-mail back any revisions. The minutes will be approved at the April board meeting.

Director's Report – Dave Visintainer

Mr. Visintainer was not present. He asked that the January board meeting be held prior to National's board meeting in January.

The AWWA National Winter Board Meeting was recently held during the middle of January. Several major actions were taken at that time.

Among the routine action items considered were the approval and adoption of several new or revised AWWA Standards as well as revisions to various AWWA policy statements. The 2005 Annual Budget was considered and approved. The Budget does not incorporate any new dues increases for membership this year although membership classifications have, in some cases, been simplified and/or consolidated. These changes in classifications primarily relate to utility or organizational memberships.

Continued progress was made toward the development of a new strategic plan for the organization. In conjunction with this effort, a report was made to the Board by the Ad-Hoc Committee on Governance and Structure. This Committee can be

expected to propose recommendations to the association on possible revisions to the current governing structure of AWWA. These recommendations will be made over the next few months and may be presented to the Board at its regular meeting in June for consideration. At this point, no one knows how extensive these recommendations will be. As soon as the proposals/recommendations become available, there will be a strong effort to get input and feedback from as many members as possible. More information should be forthcoming shortly as to how we can obtain information for review and how we can submit opinions or comments. It will be extremely important for all of us to provide feedback and input into this process as it proceeds. Therefore, please stay alert for updates on this process.

Finally, a pilot program related to Section Public Affairs Councils has been initiated in four AWWA sections. If successful, an overall effort may be made to promote such a public affairs effort in all sections by June.

Thank you again for giving me the opportunity to serve you over the next three years as Director. Please feel free to contact me at any time if I can be of service.

Secretary/Treasurer's Report – Barry Kirchhoff

Barry reported that as of the beginning of the year the section started with a balance of \$122,851.19. Year to date income was \$130,164.75. Expenses for the year: \$111,422.58. Balance includes \$8,676.33 in Restricted Assets in the Scholarship Fund. Annual meeting income was \$72,986.00, annual meeting expenses were \$59,625.43.

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

Chair's Report – Mike O'Connell

Chair O'Connell asked Barry Kirchhoff to contact Holly Shorney with regard to her offer on setting up the section lunch at this year's conference in San Francisco.

Mr. O'Connell approached the subject of Membership coming up with a membership contest. Something that there could be an award given at our conference each year. Karen Kelley would take this back to Dan Montgomery, Membership Chair.

Fly-in in Washington, D.C. - Ms. Grove indicated that this was very important and that the section needed to try and get someone to attend this. Dave Visintainer and Frank Pogge have attended these in the past. AWWA pays for one person from each section to attend. Mr. O'Connell will check with both Dave Visintainer and Frank Pogge to try and get someone lined up to go.

The Administrative Manager's contract was executed and approved at the end of this board meeting.

Administrative Manager's Report – Gailla Rogers

Gailla gave the deadline for the next newsletter deadline. Content for the newsletter was discussed. The Conference Mailer was reviewed one last time.

Committee Reports-

Secretary/Treasurer – Kirchhoff

Annual Conference Management
Site Selection
Registration
Membership

Annual Conference Management- Tom Crowley

Tom Crowley passed out a packet on the Annual Conference Management Committee's activities. This will be made a part of the minutes.

Discussion was held with regard to accepting DNR vouchers for the conference. Tim Campbell, who currently works for Columbia Water used to work for DNR and he gave quite a bit of information to the group on this program.

The administrative manager needs to contact DNR to get registered as a vendor.

MOTION: A motion was made, seconded and approved to accept DNR vouchers for registration at the annual conference.

Technical Papers

John Betz indicated that he was in good shape with regard to technical papers for the conference.

Site Selection – Barry Kirchoff

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 – Barry Kirchoff

No report.

Membership – Dan Montgomery

No report.

Assistant Secretary-Ron Molly

Newsletter
Advertising
Public Information
Web Master

Newsletter – Ron Molly

Not present; the next newsletter deadline was defined as January 14, 2005.

Advertising – Ed Sewing

No report. It was discussed that we still need a new chairman for this committee.

Public Information - Steve Cymerman

Mr. Cymerman was not present; no report.

Chair Elect- Roddy Rogers

Budget
Strategic Planning
Water Utility Council

Budget – Roddy Rogers

Mr. Rogers passed out a tentative budget and it was reviewed by the group. He anticipates sending out an e-mail asking each committee chair to review their budget allotment and to get back to him of their need for additional funds. If some committees have more budgeted than they need, they can relay that to Mr. Rogers as well.

The budget is approved during the annual conference at the Annual Meeting.

Strategic Planning – Roddy Rogers

Mr. Rogers reported that he had looked at the Strategic Plan and said that he found a pretty comprehensive list of items to work on. He is asking that the Section consider working on the following five:

- 1) **Water Quality** – He felt that we needed to set up a voluntary peer review group. AWWA National might be able to provide statistics of the small utilities. We need to keep the utilities informed of regulations.
- 2) **Small Water Systems** – OpFlow is a good resource magazine for Small Systems. Need to contact National to see how much OpFlow can be purchased individually and then figure out a way to be sure that small utilities get OpFlow.

We need to work with DNR to find the small utilities. Gail Lewis spoke of putting together a group of water professionals that would be willing to "Adopt a Small Utility". John Betz is the contact for WMMC and it was expressed that this organization really has the ability to get out to small utilities. There will be discussions as to how the two organizations can work on something together.

- 3) **Government Affairs** – The Water Utility Council needs to put something in the newsletter to highlight government affairs. Something that gives web site addresses for Government Affair articles. Curt Skouby will work on an article for the next newsletter.
- 4) **Public Information** – It would be good to have a number of press releases done each year. Roddy Rogers will get with Tom Ratzki on this. Definitely want to have a press release done while the conference is in Springfield.
- 5) **Education** – Discussed the possibility of having junior high kids come one day to the conference, stop by the exhibit area during a timeframe when the exhibit floor is closed. It was expressed that the exhibitors would like that. It was reported that WEF already has this type of program in place.

Mr. Hart spoke of already knowing of a group of volunteers that could go out and speak to classes and that during Drinking Water Week would be a good time to have them show up in the schools.

Liz Grove also indicated that the last week of school is another opportunity to go to schools.

Tom Crowley, Vinnie Hart and Roddy Rogers will work on this for the upcoming conference and possible school visits.

Water Utility Council – Curt Skouby

Vice Chair- John Betz

Technical Program

Exhibits

MAC

Technical Program – John Betz

Mr. Betz indicated that he was in good shape with regard to Technical Program.

Exhibits – John Schilling

Mr. Schilling was present – He presented the following report.

Exhibitor Prospectuses for the 2005 Conference will be printed and mailed to approximately 320 prospective exhibitors during the second week of January, 2005.

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

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 – Liz Grove

Nominations

Audit

J. R. Popalisky Scholarship

Source Water Protection

Nominations –Liz Grove

Ms. Grove reported that the Slate of Officers would be posted in the January newsletter.

Audit – Tom Miller

Mr. Miller was present and indicated that he would get the files to do an audit in the next couple of weeks.

J. R. Popalisky Scholarship –

No report.

Source Water Protection – John Witherspoon

John Witherspoon is now Chair of the National AWWA Source Water Protection Committee. The AWWA *Source Water Protection Symposium* is January 23-26 in Palm Beach Gardens, FL.

We will still accept candidates for the 2005 *Exemplary Source Water Protection Award*, given annually to small, medium and large systems. Anyone can nominate or self-nominate a system for this award.

The members below will soon begin work on the organization and functionality of the Committee. One aspect to be addressed will be *Source Water Assessments*. MO-AWWA will be able to provide guidance to members utilizing these assessments for developing SWP Plans.

A new *Watershed Protection Seminar* has been developed for National AWWA. John Witherspoon and Bill Ward of CADMUS worked on this project, presented it in Austin, TX in September and it was again presented in Winnipeg, Canada in December 2004. This year includes Nashville, TN February 15-16. We have some new presentation material from this effort that can be utilized on the Section level.

Director – Dave Visintainer

Fuller Award

National Nominations

Water Industry Coordinating Council

Fuller Award –

No report.

National Awards – Barry Kirchhoff

No report.

Water Industry Coordinating Council- Frank Pogge

Mr. Pogge was not present No report.

3rd Year Trustee – Tom Miller

Retired Members

Small Systems

Bylaws

Retired Members – Diana Dohmen

Ms. Diana Dohmen was present. The Retirees will have a joint luncheon with the spouses at this year's conference.

Small Systems –

No report.

Bylaws – John Parker

3rd Year Trustee – Karen Kelley

Research

Diversity

Kramer Award

Research – Bruce Long

No report.

Diversity – Amy Ruggeri

Ms. Ruggeri was not present. She is suggesting that there be another 5 K Fun Run/Walk for Diversity during the annual conference to help raise funds for the Diversity Committee. She will prepare something for the conference mailer.

Kramer Award –

No report.

2nd Year Trustee – John Schilling

Student Activities

Education

Young Professionals

Student Activities – Tom Crowley

Mr. Crowley was present. He will work on getting papers for the upcoming conference from Rolla and Columbia.

Education – Vincent Hart

Mr. Hart was present and indicated that there is a teleconference in March. Gail Lewis will prepare an article for the newsletter regarding education.

Young Professionals – Liz Grove (acting as chair)

No report, however, the Young Professionals will have some type of event during the annual conference.

2nd Year Trustee – Jeff Lakin

Water for People

Landmark

Gimmicks & Gadgets

Water for People – Jeff Lakin

Liz reported on the Skeet Shoot.

Landmark – Matt McLaughlin

No report.

Gimmicks and Gadgets –

No report

1st Year Trustee – Tom Crowley

Operator Meritorious

Safety

Tenure of Service

Heroism

Operator Meritorious – Ray Seidelman

Mr. Seidelman was not present, but indicated that a candidate has been located for this award.

Safety – Dan Minor

Mr. Minor reported through others that this group had met a couple of months ago. This group may need clarification from the Board with regard to the directions they should go. After discussion, which included the possibility of the Safety Committee providing a safety related article for each newsletter.

Tenure of Service – Jim Urfer

No report.

Heroism – Tim Rajchart

Mr. Rajchart was not present; no report.

1st Year Trustee – Jeff Gard
Drinking Water Week
Boyd Award
Best Operator

Drinking Water Week – Susan Bloomer

Ms. Bloomer was not present, but it was reported that the group plans to have the poster contest with awards.

Boyd Award – Dave Visintainer

No report.

Best Operator:

It was discussed that it would be good to have the chair of this committee be someone from DNR

Other Business:

The meeting was adjourned at 1:55 p.m.
Submitted for additions and/or corrections.

Barry Kirchhoff - Secretary Treasurer