

MWOA Executive Board Meeting – Continued

June 7, 2017

St. Cloud Public Works Facility

Members Present: Rick Olson Rick Ashling Dan O'Connor Gregg Kropp

Kay Curtain Al Parrella Chris Kleist Jim Miller Josh Gad

Jason Smitke

Member Absent: Nick Chaves Wade Klingsporn

Guests: Todd Carlson Todd Carlson Randy Poore Linda Mullen

President Parrella called the meeting to order at 11:02 and welcomed the group. Motion by Chris Kleist to approve the minutes of the March Board Meeting, second by Dan O'Connor, passed. President Parrella noted that there were two additional items he wished to add to the agenda related to MN TAP and closing remarks. The items will be added to Item 6 of the agenda.

President Parrella noted that previous committee discussion held prior to the Board Meeting had reviewed the preparation for the 41st Annual Conference and that all efforts were on track to conduct a successful event. Kay Curtain, Chair of the Technical Program reviewed the program. Rick Olson introduced some discussion relative to the vendor participation that related to additional benefits of the method the MWOA Vendor Show has evolved to serve both the membership and those vendors participating. This is primarily due to no competing events, participation of the attendees through "must be present" and the meet and greet. Rick Olson discussed the Scholarship applications and due to the number requested authorization by the Board to review and pass along to Sec/Treas Miller to send out the notifications for Four \$1000 awards (plus membership and a \$50 stipend along with banquet and beverage tickets for any recipient that would attend in person to be recognized in Grand Rapids during the Award Banquet. Motion by Chris Kleist, Second by Jason Smitke, passed to confirm Rick's request. (The MN Section of CSWEA was to contribute \$1000.00 towards the amount along with several additional commitments of support by the Sections)

Trustee Rick Ashling reported that the Training Coalition noted that the MPCA is dramatically cutting back on training opportunities and that other entities may want to consider adding or including some of the topics that are receiving cuts in hours of available training – like Type IV and V application. The group discussed potentially adding some of those topics or stand-alone sessions to the Section Meetings or Specialty Conferences.

Jason Smitke reported that the NE Section held its most recent meeting March 22 and had a good turnout. Their next meeting will be held in Two Harbors. He also related that he has transitioned back to the operations side of the Duluth Utility but will continue to serve his position of Section Director.

Josh Gad reported that the SE Section held its meeting with SW Section for the Annual Joint Meeting in New Ulm on May 3rd. It was well attended. He noted that the changes in the financial procedures are being worked out and Sec/Treas Miller related that this will continue to be a “work in progress” to make the Association procedures compliant with appropriate methods for the C-6 corporate status that for which the MWOA is regulated. The intent is not to interfere with the Section’s conducting business, but to simply allow proper reporting of the financial activities of the entire Association.

Dan O’Connor reported that the Joint meeting also was a success for the SW Section and that 42 members from their Section were present. A number of vendors assisted with the cost for the lunch at the Turner Hall including Vessco, B&M, UCL and MVTL. The Section also authorized support of the Minnesota River Congress for \$100.00. There upcoming meetings will be in St. Peter and Redwood Falls.

Jim Miller reported that Nick Chaves wanted to remind the group that the Metro/Suburban August Meeting will be at the St. Paul MCES facility and due to the tour size limitations – members are urged to get their RSVP in as soon as possible as there will be a security check for those wishing to attend. Randy Poore also volunteered that the February meeting at McQueens also was a very successful meeting and a great place for a meeting.

The Central Section will be meeting in Willmar for their June meeting and also had a good session in Brainerd/Baxter that was well attended.

Rick Olson reported that the Nominations Committee has two candidates for the Vice President position (which transitions from VP to President Elect, President and Past President over four years). Amy Schreder and Dave Lane have stepped forward expressing interest in the position. The President will call for any additional nominations from the floor during the Annual Business Meeting in Grand Rapids July 26, 2017.

The Lab Committee also is looking forward to a good session in Duluth later in June. Their pre-registration is near 40 and looks to be a very good session. It will be held at the MPCA regional office in Canal Park.

The Website discussion provided an opportunity to discuss a number of methods to improve notifications to members and interested parties. Sec/Treas Miller inquired whether “we” should post members who may have past due membership renewals through just a first initial and last name to assist members in being reminded to send those renewals in. Resulting discussion did provide that the Section Directors would get the list of all members by Sections and City to assist them with planning and follow up contact with members. It should be noted that the MWOA is a Corporation and does have to follow privacy rules similar to other corporations that are not to publish personal information – such as address, employer, etc. The exceptions would be that officers do need to list contact information to allow members to communicate.

The Finance/Audit Committee will meet next week (Rick Ashling/Dean Nelson co=chairs to review the financial records ahead of the Annual Meeting where it will be reported to the general membership. The

Committee did meet prior to the submittal of the Annual Tax returns and this will be to revise the annual report to include the Section Balances for active Section Transactions. Chris Kleist indicated he would be available to also attend. Rick Ashling will send out a notice when this meeting will occur in Owatonna.

President Parrella indicated that Laura Babcock of MN Tap had requested that the MWOA support their effort to obtain a DOE Grant. This is not a financial obligation by the MWOA – just to support their efforts to provide training. The group was supportive of the effort and can provide access through MWOA meetings or speaking opportunities for MN Tap as in the past with other topics they were willing to provide. Dan O’Connor made a motion to support MN Tap’s effort and a second by Josh Gad, passed.

President Parrella took time to thank ALL of the Board Members and Committees who he has worked with through his professional career. He also related the need to continue efforts to recruit new members and talent into the Association and participate in the wastewater industry. Members discussed how this may be achieved and with the distribution of the member names to Directors, this should provide some assistance in expanding contact to locations that have not been active.

The discussion conclude with a motion by Jason Smitke to recess until 6 pm, July 25, 2017 in Grand Rapids, Second by Josh Gad, passed at 1235 p.m.

President Al Parrella reconvened the Meeting at 6:11 pm in the Board Room at the Timberlake Lodge in Grand Rapids on July 25, 2017.

Members Present: Al Parrella Jim Miller Chris Kleist Rick Olson Dan O’Connor

Members Absent: Josh Gad Nick Chaves Gregg Kropp Kay Curtain Rick Ashling

Jason Smitke Wade Klingsporn

Guest Present: Todd Carlson Linda Mullen Amy Schreader Joe Rubbelke

After welcoming the group and thanking all for the effort and dedication to presenting a very good technical program and conference he asked for updates on the conference.

Linda Mullen and Todd Carlson felt everything on the arrangements side of things was progressing well.

Joe Rubbelke and Amy Schreader reported that the Vendor Display was at capacity and they had to turn away one late request for a booth yesterday. There will be some minor changes to the setup and the Meet and Greet table may need to be setup near the rear of the room to accommodate the capacity vendor tables.

Chris Kleist reported that the numbers will be very close to the 140 of last year. There were some last minute walk-ins and several cancellations, but overall, the numbers look very good and at expected levels. President Parrella and Sec/Treas Miller reminded the group that the registration table will need some backup and assistance at times. Miller suggested that one method may be to return to the “host” schedule for each Section to provide assistance in staffing the table on a rotating basis. There were

several Board Members in attendance that volunteered to assist with the registration this year. Media Committee member Josh Gad was not present, but was anticipated to provide AV assistance for the sessions. Sec/Treas Miller will ensure that a laptop is available for the general session Wednesday and depending on any issues with the laptop access, will get things in order for the three concurrent session Thursday.

Amy Schreader reported that the SE Section had offered to assist Dianne Navratil in attending the conference and initially she had indicated that she would attend, but several days ago withdrew that commitment due to other conflicting events. There was additional discussion regarding the transition of the certification and exam offerings previously performed by Dianne. Several Board Members had their certification renewals in the process of being re-issued, but have not received certificates, despite checks for the renewals having been transacted several months ago.

Dan O'Connor made a motion to adjourn at 6:28 p.m., Second by Rick Olson, passed.

Respectfully submitted

James E. Miller

Sec/Treas MWOA