

**MWOA Executive Board Meeting**

**December 4, 2008**

**St. Cloud Maintenance Facility**

**Members Present:**      **Bob VanMoer**      **Jim Miller**      **Dianne**  
**Navratil**              **Todd Carlson**

**Butch Hybbert**    **Pat Meyer**    **Howard Jacobson**              **Jim**  
**Bruender**

**Brian Mehr**              **Joe Rubbelke**

**Members Absent:**      **Darsey Thoen**      **Colleen Thompson**      **Brian**  
**Mehr**    **Colleen Thompson**

**Keith Redmond**

President Meyer called the meeting to order at 11:17 a.m in St. Cloud at the Utility Maintenance Board Room. Motion by Joe Rubbelke to approve the minutes of the September Board Meetings as written, 2<sup>nd</sup> by Howard Jacobson, passed.

**2009 Annual Meeting** - The Board had been discussing the Annual Meeting during the Arrangements Committee meeting held just prior to the Board Meeting - so comments were limited at this time. Joe Rubbelke reviewed some the remaining details and there was discussion regarding the entertainment following the Awards Banquet. Several ideas will be considered to promote further attendance and socializing after the awards portion of the evening. Some concerns regarding costs and the general state of the economy that may have an impact on the attendance at the Annual Conference and especially the involvement of the vendors who support the Association. Howard Jacobson and Joe Rubbelke will be discussing this with Keith Redmond who will be coordinating the golf outing. Jim Miller reviewed the budget that had been proposed for the Annual Conference and noted that the attendance will be based on 115 attendees and 40 vendor displays. The budget will be adjusted based on increase or decreases noted in actual attendance. Bob Van Moer is working on the technical program and will be reviewing some of the possible keynote speakers that may be available in the Grand Rapids area.

He will also review obtaining a presentation on the impact of the economy on the wastewater utilities.

### **2010 Annual Conference**

The consensus of the Board is that the 2010 meeting will be also held in Grand Rapids unless there are issues that come up or problems with the conference this coming year. A backup location could be Willmar should the situation require a change of plans.

### **2009 Budget**

Jim Miller reported that the Finance/Audit Committee co-chaired by Rick Ahsling and Dean Nelson had met and worked to prepare the draft budget for 2009. Jim had updated the Annual Conference Budget figures into the draft budget and presented the budget to the members in attendance. The summary totals were that there will be an expected revenue of \$83,420 with expenses projected to be \$82,975. He projected the year end balance to be around \$35,000 with just over \$5000.00 in a reserve savings account. The final amount may vary depending on whether the WASTEWATCHER publication is sent out before the end of the year. It was the consensus of the Board that this amount will be included in the posted 2008 Budget and Financial Report. Income may vary slightly also due to the timing of the WASTEWATCHER billings.

**Committee Reports: Trustee** - Colleen Thompson was unable to the Board Meeting today but indicated that she will be attending the upcoming Training Coalition Meeting. She also noted that her term as Trustee will be up in 2009 and inquired whether the Nomination Committee would be soliciting candidates for the position prior to the Annual Conference.

### **Directors Reports**

Todd Carlson - There had been no additional meetings in the NE Section since the last Board Meeting but planning is moving ahead for the April Meeting. They are also working to determine possible methods to increase attendance in their section.

Jim Bruender - SE Section had their October Meeting in Red Wing and February will be in Albert Lea. The May 2009 meeting will be in New Ulm co-sponsored with the SW Section.

Butch Hybbert - SW Section recently held their Fall meeting in Marshall with 42 in attendance. Their February 2009 meeting will be in Worthington. The software for their laptop was dropped off last week in St. Peter and Jim Bruender offered to drop off the laptop which Butch had at the meeting in St. Peter so the Section could begin utilizing the unit

**Old Business** - The Website again was still not being updated and members have expressed concern. Dianne Navratil has contacted former webmaster Tom Miller for assistance in re-establishing the network connections and will again attempt to determine whether Craig has the time and resources available to get this back up. A deadline for action has been established as 12/31/2008. If this is not achieved Pat will consider options including a possible person Jim Bruender had suggested from Mankato. This put the absolute deadline for Craig to restore the website by 12/31/08 or the President will direct efforts to re-establish the website with previous personnel or initiate securing a new webmaster for the site.

**New Business** - Jim Miller noted that MNWARN representative Pete Moulton had asked that the MWOA appoint a new representative as he has other duties within the program that prevent him from representing more than one entity. Joe Rubbelke motioned that President Pat Meyer look into having Randy Poore represent the MWOA on MNWARN and should Randy not be available to make a decision on another candidate to represent the Association, Second by Bob Van Moer, passed. Jim Miller also noted that efforts to widen the approvals for vendors and agency activation in the event of declared emergencies by the Governor's Office by EMAC were underway to also include inter-state approvals.

With no further business before the Board a motion to adjourn by Joe Rubbelke, second by Bob VanMoer, passed at 12:01 p.m.  
Respectfully submitted - James E. Miller - MWOA Sec/Treas.