

MWOA Executive Board Meeting

March 3, 2011

St. Cloud Maintenance Facility, St. Cloud MN

Members Present: Jim Miller Steve Daniels Bob Van Moer
Brian Mehr Todd Carlson Butch Hybbert Dianne Navratil
Howard Jacobson Linda Mullen Jeff Janiksela Greg
Guerrero Joe Rubbelke

Members absent: Jim Bruender Todd Carlson

Guests present: None

President Jacobson called the meeting to order at 12:45 p.m. at the Board room located in the St. Cloud Utility Maintenance Facility in St. Cloud.

Motion by Joe Rubbelke, second by Butch Hybbert, to approve the minutes of the December (as corrected) 2010 Board Meeting, passed.

President Jacobson asked Linda Mullen to recap some of the discussion of the 2011 Annual Conference that had been reviewed by most of the Board Members prior to the Board Meeting. There were a few minor changes in the format as the Tuesday picnic is being blended with the Wednesday night Meet and Greet to facilitate interaction with Life Members and generate more participation in the Vendor Display. The Program is coming together with the keynote speakers confirmed and the rest of the speakers being confirmed by the Technical Committee. Joe Rubbelke is preparing the post card text to be printed and mailed to the vendor lists with the full documentation and information packets being available on the website.

The 2012 Annual Conference is tentatively scheduled for Grand Rapids but there will be a chance for members to indicate their thoughts on the format and location of the Annual Conference as part of this year's conference recap. In addition, vendors will also be asked to indicate their preference as to location and function of the vendor display.

Committee and Director Reports

Brian Mehr reported that the Training Coalition had recently met at the Bloomington Water Plant and that the notes from the meeting will be posted on the website and in the upcoming WASTEWATCHER publication. MPCA was not represented at the meeting. There was discussion regarding the preparation of persons taking their exams and it was hoped that when the N2K work that Kay Curtain was doing for the MPCA, there would be a series of informative sessions at conferences and workshops to assist people in preparing for the Wastewater Exams. The Innovative Conference has been held this past February and preliminary indications were that it was a success. They did note that there was a lack of "quickies" and they will be looking for more submissions for next year. Tracy Ekola and Tracy Hoedel have been working on the CSWEA membership committee and Brian will work with them jointly to promote

both WEF/CSWEA and MWOA. He will also seek to work to get additional promotional material for use by MWOA in promotion of new members. They will be making a presentation for the SCTC students April 27th. Brian also indicated that he continues to communicate with the Lab Committee in hopes of establishing a better atmosphere and communication. They have served a good purpose to our members and we want to continue to expand that role. In conjunction with issues for the joint committees (and Section financial proceedings) he indicated that work has been restarted to establish a Memo of Understanding (MOU) with the MN Section of Central States. Howard Jacobson and several others had reviewed the draft MOU supplied by Ted Field current Chair for the MN Section and Jim Miller along with the Finance/Audit Committee, Brian Mehr and others, put together a second draft version basing a lot of the format on Ted's first draft. There was considerable amount of discussion regarding the MOU and President Jacobson appointed Brian Mehr, Jim Miller and Rick Ashling to continue to work as an ad hoc committee to finalize a MOU with the MN Section. It is hoped that this might be ready for further consideration at the May Board Meeting.

Bob VanMoer reported that he had made contact with a number of students at the MRWA conference and that he is hopeful that we will have a larger number of students making application for this year's awards. Jim Miller reported that with the Craig Anderson contribution, MWOA and Lab Committee the amount will be \$625. If the MN Section makes its normal contribution of \$1000 that would move the amount to \$875 which should be very much appreciated by those students. There was also some discussion regarding NETA's request to honor Bill Sexauer with a scholarship. Since the past practice has not to honor just one member for namesake on an award or scholarship, and since they were not making a monetary contribution to the MWOA (such as with the Craig Anderson honorarium).

Director Reports

NE - Greg Guerrero reported that Section will be holding their Spring meeting March 31st in Ely.

NW - Jeff Janiksela reported that the NW Section has been working on a session and had intended to hold a meeting in Ada but due to scheduling did not occur. He will be working to reschedule the meeting and also asked for assistance in "how to promote" the MWOA. There was discussion regarding how to assist in gaining new members and conducting meetings.

C - Steve Daniels reported that they had just held their December meeting in Cold Spring with approximately 40 in attendance. Their next meeting will be in Willmar on April 12th.

SW – Butch Hybbert reported that the February meeting in St. James was a success with good food and great topics. The May joint meeting will be held in New Ulm on May 4th. The Fall meeting will be held in Luverne on November 16th.

M – Joe Rubbelke noted that their Stillwater meeting was being pushed back to the Fall with the forecast of high floodwaters this Spring. They will be having their Spring Meeting in Bloomington in April.

SE – no report

Old Business

President Jacobson brought up the Facebook interaction and it was decided to appoint Chris Kleist and Todd Carlson to look for ways to improve the presence on Facebook and relate those proposed enhancements to the webmaster.

New Business

President Jacobson initiated discussion about succession planning for the Sec/Treas. and Ast. Sec/Treas Positions. He and some members have discussed the general issue facing the industry of members getting close to retirement and how to transition replacements to take over when that does occur. Some discussion at the SE Section Meeting appeared to place an immediate need on finding a new Ast. Sec/Treas and that is not the plan. Both positions were reappointed a little over a year ago and there is time to conduct a search for a person who would be willing to commit to the ultimate transition to Sec/Treas in 7 to 10 years. The Board discussed the recently revised job descriptions and made a change to reflect that candidates for the Ast. Sec/Treas position have a minimum of 10 years membership in the MWOA and past Board experience to ensure knowledge of the workings of the Association. The transition including a staggering of terms (at present both five year terms expire at the same time) and selection of the next Ast. Sec/Treas will likely take place in 3 + years. The Board will continue to revise and enhance the job descriptions and duties for all positions.

Jim Miller noted that it may be good to hold a workshop for Section Officers to assist with planning meetings and conducting MWOA business. This might be considered for a session as a preconference mini-workshop for those officers attending the Annual Conference or may be held in Buffalo to review the equipment available and how the MWOA business is conducted. This will be discussed further to determine whether there would be enough interest to conduct.

The next meeting was planned for May 25, 2011 at the St. Cloud Maintenance Facility.

Without any further business before the Board a motion by Butch Hybbert, Second by Todd Carlson to adjourn was passed at 12:20 p.m.

Respectfully submitted,

James E. Miller
MWOA Sec/Treas