

# **AWEA Annual Business Meeting**

**Date: Wednesday, April 22, 2009, 8:30 a.m.**

**Venue: Perdido Beach Resort, Orange Beach, Alabama**

Tim Patton called the meeting to order and presided. Others in attendance were Kerry Hannah, Sabra Sutton, Jonathan Childs, Matt Dunn, Rob Coleman, Lennette Sheffield, Tony Fisher, Terry Jackson, Debra Waller, Mary Holland, Linda Boltz, Randy Abston, Scott Cummings, Kimberly Obradavich, Phyllis McAleer, and Brian Shannon.

Tim Patton called the meeting to order. Tim commented that the 2009 conference was a great one and offered thanks to those who helped put on the event. He stated that he appreciated the opportunity to serve AWEA as President during the past year. Tim then turned the floor over to Scott Cummings to introduce the following slate of officers for a vote:

Rob - President  
Sabra – Vice-President  
Matt – Treasurer  
Lennette – Secretary  
Kerry Hannah – PWOD  
WEF Delegate – Scott Cummings  
WEF Delegate Elect – Jonathan Childs

Tim Patton welcomed Rob as incoming President and turned the meeting over to him.

The minutes from the January 22, 2009 meeting were presented for review. Matt Dunn motioned to accept the meeting minutes. Debra Waller seconded the motion. The minutes stand approved.

Sabra Sutton presented the Treasurer's Report. The current bank balance is \$70,488.14. A copy of the Treasurer's Report is attached hereto and made a part of these minutes. Sabra noted that this conference was the first since the fiscal year was changed and that this year's conference did not bring in the income that was budgeted.

Sabra presented and reviewed the proposed budget for the coming year. Sabra proposed to the Board that once the final conference income and expense numbers are in, a revised budget will be presented to the Board. Lennette Sheffield made a motion to accept the Treasurer's Report. Debra Waller seconded the motion.

Sabra Sutton motioned to accept the proposed budget. Debra Waller seconded. The proposed budget stands approved.

Scott Cummings presented a policy to the Board that the room fees for the conference chair be paid at the venue in place. Scott made a formal motion for this. Debra Waller seconded. This motion stands approved.

## **Committee Reports**

Committees met on Monday, 12:15 – 12:45

Collections Systems Committee

*Tony Sneed*

Rob stated that Tony is getting very active with this committee. He is working with Civil Systems, Inc. to create a central location where collection systems folks can get information.

Website Committee

*Kim Polifka*  
No report.

Wastewater Operations  
*Kerry Hannah*

Kerry stated that the committee meetings were a great idea and would like to see them extended for next year. He had a good turn out for this meeting—Lennette Sheffield, Kerry Hannah, Tim Patton, Mike Dunigan, and Debra Waller attended. They would like to do a webinar for operators to attend and market to the certified operators in Alabama.

Kerry stated that contact needs to be made with managers to involve operators.

Industrial Committee  
*Randy Abston*

Randy said that the industrial committee will connect with water resources and lab committees. He said that he got information out to industries this year about AWEA. At this point, most industries are interested in air, global warming, etc. The Committee is talking about hosting a workshop during the year and possibly partnering between TTL, Inc., Hach, and AWEA. Randy is going to send an email to determine needs/concerns of industries.

Government Affairs  
*Scott Cummings*

Randy Abston stated that he would like to get involved in this committee. Scott stated that WEF sends a lot of good information by email. Scott said that he would like to get more active in getting information out to the membership for items relevant to our state.

Publications Committee  
*Kim Polifka*

Scott Cummings suggested that Kim send reminders for newsletter content at least four to six weeks in advance rather than just posting deadlines.

Laboratory Committee  
*Tony Fisher*

Lennette Sheffield suggested that lab challenge and operators challenge get active again. Tony stated that he's having trouble locating municipalities and small industries that do their lab in house.

Water Resources Committee  
*Matt Dunn*

Layne Owen of TTL, Inc. in Montgomery attended the committee meeting. He is interested in getting involved. Matt and Layne will be looking to expand this committee with members. They talked about hosting a webinar on water regulations to educate communities.

Membership Committee  
*Phyllis McAleer*

Currently 450 active members, 50 on expired list (double what is usual). It appears that most of these expired members come from Jefferson County. Scott Cummings suggested that Phyllis send the list of expired members to the Board on a monthly basis.

Scott asked if we waived the MA fee for membership for operators if it would possibly bring in new members. Phyllis suggested that AWEA buy memberships for key people in targeted areas in an effort to market/expand AWEA. General discussion ensued and the opinion was that it's not the fee, but what AWEA has to offer the potential member.

**Old Business**

No old business was discussed.

**New Business**

Rob stated that the Board is talking to the Perdido Beach Resort about the 2010 contract. The Board has been able to have the resort reduce the block of rooms as well as decreasing the room cost, reducing by \$10. The room block was not met this year. By reducing the size of the block of rooms, about \$3700 will be saved. Jonathan Childs made a motion to authorize the Board to negotiate and execute the contract for 2010. Debra Waller seconded the motion.

There being no further business, the meeting was adjourned.

# ALABAMA'S WATER ENVIRONMENT ASSOCIATION

## TREASURER'S REPORT

*Submitted: April 22, 2009*

Checking Account Balance from March 31, 2009 Bank Statement:

\$83,635.69

<i>Calculation of Current Account Balance</i>	
<b>Balance Forward</b>	<b>\$47,279.03</b>
<b>Less AWEA Expenses through April 21, 2009</b>	<b>\$37,560.60</b>
<b>Plus Deposits through April 15, 2009</b>	<b>\$60,456.90</b>
<b>Plus Interest Earned through March 31, 2009</b>	<b>\$312.81</b>
<b>Less CDs Purchased this Quarter</b>	<b>\$0.00</b>
<b><i>Account Balance as of April 22, 2009</i></b>	<b>\$70,488.14</b>

Summary of AWEA Expenses through April 21, 2009:

<i>Date</i>	<i>Description</i>	<i>Amount</i>
01-20-2009	AT&T Teleconference	\$14.74
01-22-2009	Sabra Sutton – board lunch	\$174.10
02-05-2009	Krebs Architecture & Engineering – golf refund	\$250.00
02-05-2009	Stone River, Inc. – web updates	\$85.00
02-05-2009	Enersolv Corporation – exhibitor refund	\$675.00
02-09-2009	Hile Controls – exhibitor refund	\$675.00
02-16-2009	The Cassady Company, Inc. – executive secretary	\$1,496.30
02-17-2009	Reline America, Inc. – refund overpayment, exhibitor	\$50.00
02-17-2009	AT&T Teleconference	\$27.77
02-19-2009	Stone River, Inc. – printed materials	\$255.84
02-24-2009	Stone River, Inc. – newsletter design / conference postcard	\$3,854.02
03-03-2009*	Glenlakes Golf Club – tournament deposit	\$300.00
03-12-2009	The Cassady Company, Inc. – executive secretary	\$1,275.00
03-12-2009*	Brian Shannon – golf prizes	\$1,000.00
03-12-2009*	Stone River, Inc. – newsletter postage / ink pens for WEFMAX	\$619.25
03-18-2009*	AT&T Teleconference	\$51.63
03-18-2009*	Mary Holland – badge supplies	\$259.16
03-18-2009*	Stone River, Inc. – web updates	\$148.75
03-18-2009*	The Cassady Company, Inc. – WEFMAX expenses	\$101.30

03-24-2009*	Scott Cummings – WEFMAX staff dinner reimbursement	\$441.23
03-31-2009*	Stone River, Inc. – speaker and attendee gifts	\$3,531.59
04-01-2009*	Renaissance Ross Bridge Resort – WEFMAX meeting	\$9,274.82
04-03-2009*	Stone River, Inc. – conference program design + 350 copies	\$2,682.04
04-06-2009*	Montgomery WW&SSB – conference refund, W. Henderson	\$250.00
04-07-2009*	The Cassady Company, Inc. – executive secretary	\$1,050.00
04-07-2009*	Scott Cummings – conference refund, overpayment	\$80.00
04-13-2009*	Jasper WW&SB – conference refund, Steve Posten	\$250.00
04-13-2009*	Stone River, Inc. – postage expense, conference program	\$40.75
04-13-2009*	Travelers Insurance – annual insurance policy	\$1,807.00
04-13-2009*	Carter & VerPlanck, Inc. – golf prizes reimbursement	\$34.79
04-17-2009*	Cash – desk cash	\$300.00
04-18-2009*	Rob Coleman - Louisiana Lagniappe – Board dinner	\$884.63
04-19-2009*	Glen Lakes Golf Club – tournament expense	\$2,363.60
04-19-2009*	Brian Shannon – golf tournament expense	\$172.13
04-19-2009*	Robert Sasser – conference refund	\$125.00
04-19-2009*	City of Auburn WW Board – conference refund	\$125.00
04-19-2009*	The Eshelman Company – conference refund	\$255.00
04-19-2009*	TTL, Inc. – conference refund	\$87.50
04-19-2009*	Montgomery WW&SSB – conference refund	\$85.00
04-19-2009*	Guthrie & Associates – conference refund	\$85.00
04-19-2009*	Mary Holland – travel expense	\$738.22
04-20-2009*	Tim Patton – WEF Representative Dinner at Cobalt	\$664.29
04-20-2009*	Montgomery Awards and Engraving – sponsor awards	\$920.15
<b>Total Expenses through April 21, 2009</b>		<b>\$37,560.60</b>

Summary of AWEA Deposits through April 15, 2009:

<i>Date</i>	<i>Description</i>	<i>Amount</i>
01-22-2009	WEF Member Rebate	\$731.00
01-30-2009	Conference Registrations	\$10,211.73
02-06-2009	Conference Registrations	\$5,351.00
02-07-2009	Conference Registrations	\$500.00
02-10-2009	WEF Member Rebate	\$626.00
02-19-2009	Conference Registrations	\$13,614.35

02-19-2009	Conference Registrations	\$3,140.00
03-16-2009	WEF Member Rebate	\$23.33
03-18-2009	Conference Registrations	\$4,575.00
03-18-2009	Conference Registrations	\$4,872.49
03-18-2009	Conference Registrations	\$750.00
03-23-2009	WEF Member Rebate	\$1,542.00
04-06-2009	Conference Registrations	\$4,930.00
04-15-2009	Conference Registrations / WEFMAX Reimbursement	\$9,590.00
		\$60,456.90

Summary of AWEA Interest Earned through March 31, 2009:

<i>Date</i>	<i>Description</i>	<i>Amount</i>
01-31-2009	January Interest Income	\$32.13
02-28-2009	February Interest Income	\$267.07
03-31-2009	March Interest Income	\$13.61
<b>Total Interest Earned for this Period</b>		\$312.81

Certificates of Deposit Purchased through April 15, 2009:

<i>Date</i>	<i>Description</i>	<i>Amount</i>
<b>Total CDs Purchased this Period</b>		\$0.00

Certificate(s) of Deposit

The status of AWEA's current investment portfolio with Merrill-Lynch is as follows:

<i>CD</i>	<i>Maturity Date</i>	<i>Amount Invested</i>	<i>Term</i>	<i>Interest Rate</i>
Lehman Bros. Bank	Aug. 17, 2009	\$10,000	24 Months	4.90%
American Express	Dec. 3, 2009	\$10,000	12 Months	3.15%
Sovereign Bank	Dec. 6, 2010	\$10,000	24 Months	4.00%
Sovereign Bank	Jun. 7, 2010	\$10,000	18 Months	3.70%
<b>Total Portfolio</b>		\$40,000		

\*Items noted on the previous page(s) with an asterisk have not cleared and were not reflected on the most recent (03/31/2009) bank statement. Deducting these from the actual/calculated balance verifies the statement balance as indicated on Page 1 - see below:

Actual/Calculated Account Balance ..... \$70,488.14  
Less Deposit – 04-06-2009 ..... (\$4,930.00)  
Less Deposit – 04-15-2009 ..... (\$9,590.00)  
Plus Check #1015 – Blount County Ground Water Festival ..... \$119.81

<i>Plus Check #1101 – Brian Shannon</i> .....	\$1,000.00
<i>Plus Check #1108 – Glen Lakes Golf Club</i> .....	\$300.00
<i>Plus Check #1113 – Scott Cummings</i> .....	\$441.23
<i>Plus Check #1114 – Stone River, Inc.</i> .....	\$3,531.59
<i>Plus Check #1115 – Renaissance Ross Bridge Resort</i> .....	\$9,274.82
<i>Plus Check #1116 – The Cassady Company, Inc.</i> .....	\$1,050.00
<i>Plus Check #1117 – Jasper WW&amp;SB</i> .....	\$250.00
<i>Plus Check #1118 – Stone River, Inc.</i> .....	\$2,682.04
<i>Plus Check #1119 – Montgomery WW&amp;SSB</i> .....	\$250.00
<i>Plus Check #1120 – Scott Cummings</i> .....	\$80.00
<i>Plus Check #1121 – Stone River, Inc.</i> .....	\$40.75
<i>Plus Check #1122 – Travelers Insurance</i> .....	\$1,807.00
<i>Plus Check #1123 – Carter &amp; VerPlanck, Inc.</i> .....	\$34.79
<i>Plus Check #1124 – Cash</i> .....	\$300.00
<i>Plus Check #1125 – Rob Coleman</i> .....	\$884.63
<i>Plus Check #1126 – Glen Lakes Golf Club</i> .....	\$2,363.60
<i>Plus Check #1127 – Brian Shannon</i> .....	\$172.13
<i>Plus Check #1128 – Sasser, Sefton, Connally</i> .....	\$125.00
<i>Plus Check #1129 – City of Auburn Water</i> .....	\$125.00
<i>Plus Check #1130 – The Eshelman Company</i> .....	\$255.00
<i>Plus Check #1131 – TTL, Inc.</i> .....	\$87.50
<i>Plus Check #1132 – Montgomery WW&amp;SSB</i> .....	\$85.00
<i>Plus Check #1133 – Guthrie and Associates</i> .....	\$85.00
<i>Plus Check #1134 – Mary Holland</i> .....	\$738.22
<i>Plus Check #1135 – Tim Patton</i> .....	\$664.29
<i>Plus Check #1136 – Montgomery Awards</i> .....	\$920.15

**Bank Statement Balance, March 31, 2009      \$83,635.69**

Notes:

1. A copy of the Budget Planning Worksheet is attached hereto and made a part of this report.

This report is respectfully submitted to the Board for approval, this the 22<sup>nd</sup> day of April 2009.

Submitted by:                      Sabra Sutton, Treasurer  
Prepared by:                        Kim Polifka, Executive Secretary