

AWEA Board Meeting

Date: October 16, 2008, 10:00 a.m.

Venue: CH2M Hill, Inc., Montgomery, AL

Tim Patton called the meeting to order and presided. Others in attendance were Sabra Sutton, Matt Dunn, Rob Coleman, Danny Seale, Kerry Hannah, and Kim Polifka. No one joined by teleconference.

Kim Polifka presented the meeting minutes from the July 24, 2008 Board meeting. Sabra motioned to accept the minutes as presented. Matt Dunn seconded the motion. These minutes have been filed as recorded.

Sabra Sutton presented the Treasurer's Report. The current bank balance is \$65,020.52. One CD remains invested and will mature in August 2009. Rates are low right now; Sabra suggested that no investments be made at this time. But, she indicated that she would like to check rates in the near future and email the Board for a decision to invest \$30,000. Sabra made a motion to check rates and invest \$30,000. Matt Dunn seconded.

Action Item: Sabra Sutton will check investment rates and suggest strategy for investing \$30,000.

Sabra presented a revised proposed budget that still shows the old fiscal year. A discussion was held about conference items and the fact that the budget is a work in progress. This item will be discussed more during the conference meeting.

Scott Cummings wasn't able to attend this meeting. No Director's Report was presented. Nothing regarding the House of Delegates was presented. Tim talked a bit about WEFTEC and the AWEA officer's trying to meet for breakfast or at some other time. Rob stated that he cannot attend. Matt Dunn, Tim Patton, Jonathan Childs, and Scott Cummings are planning to attend.

Committee Reports

Ad-Hoc Committees

2009 WEFMAX – Matt Dunn

Matt Dunn and Danny Seale visited Ross Bridge to tour the facilities, meeting space, and rooms. Matt stated that they were very impressed. He said that they had received a draft contract. In addition, he has requested a breakdown of costs. Matt has talked with Dianne Crilley of WEF who has to review the contracts. WEF has asked that they not receive any information prior to WEFTEC. The WEFMAX meeting is scheduled for March 19 – 21, 2009. Matt is planning to attend a WEFMAX Planning Meeting on Wednesday while at WEFTEC in Chicago.

Sponsorships – Sabra Sutton

Sabra presented the sponsor solicitation letter and form that Kim prepared using Virginia's sponsor solicitation as a template. She stated that this information has been sent around to the Board previously, but had received little or no response. Sabra said that we need to try to raise as much money as possible. Rob suggested that we set a goal. Sabra stated that these sponsors are for the year—not just per event. Sabra stated that we brought in \$7,500 last year in sponsors; more can be raised through effort. Tim suggested that we set a goal of \$10,000; Rob agreed.

Action Item: Kim to revise sponsor solicitation form and send solicitation list around to Board (again) for additions/comments.

Constitution and Bylaws – Jonathan Childs

Tim asked if there were any comments/changes for the Constitution and Bylaws. Sabra suggested that the contact information be changed to Kim Polifka in Tuscaloosa. Matt Dunn suggested that the officer information be updated. The Constitution and Bylaws will be forwarded back to WEF for approval. Upon approval, they will be presented to membership for a vote at the annual meeting.

Action Item: Officer and contact information to be revised in the Constitution and Bylaws before returning to WEF for approval.

Standing Committees

Government Affairs – Scott Cummings

No report.

Long Range Planning – Scott Cummings

No report.

Website – Danny Seale

Danny stated that he had spent quite a bit of time reviewing the website, which needs many updates. He and Kim are planning to meet after the Board meeting to review changes and prepare for submission to Stone River for updating. Tim suggested that the committee make an effort to update the web page monthly.

Action Item: Danny and Kim are to submit changes to Stone River, Inc. for the web page to be updated.

Publication – Kim Polifka

The next deadline for content to be submitted to Stone River, Inc. for preparation of the newsletters is Friday, October 31, 2008. Kim has been working on ad solicitation for the newsletter as well as updating the non-profit postage certificate.

Action Item: Kim will be contacting Board / Committee Members for newsletter content; DUE OCTOBER 31, 2008.

Membership – Phyllis McAleer

Kim stated that there are 508 current members, 22 of which are expired and 17 delinquent.

Water Resources – Matt Dunn

Looking for committee members and best way to find them.

PWO Committee – Kerry Hannah

Tim asked Kerry if they received the State Certified Operator list from ADEM. Tim suggested that a letter be forwarded to each of the operators from Kerry to outline AWEA activities. Rob suggested that we invite the AWPCA President to a Board meeting. Tim said that he needs to contact Kevin Brakefield about possible joint activities. Tim suggested that all of the operators be added to our database. Kerry will send a digital copy of this list to Kim to be included in the database.

Collection System – Tony Sneed

No report. Tim suggested revamping Golden Manhole Award. Criterion needs to be published in the newsletter.

Industrial Committee – Randy Abston

No report. Tim said that the idea was to have Randy use his resources to promote AWEA.

Laboratory/Treatment – Tony Fisher

No report. Kerry stated that he spoke with Tony who said that he is planning to follow up with his committee. They are working on technical sessions for the conference.

Annual Conference – Rob Coleman

Exhibits – forms are being updated. Not a lot of activity at this point. Matt is planning to email/contact past exhibitors to let them know they can begin registration. Rob suggested that Matt talk with Julie about exhibitor layout and see what can be done around wall partition.

Technical Program – Kerry gave out copies of the proposed technical program. He asked those present to pencil in recent changes. Rob is to talk with Randy Abston about getting industrial topics. The Board reviewed the proposed technical program and offered additional topics and potential speakers. There are spaces for 36 talks; 40 minutes each.

Rob challenged those present to propose names for keynote speakers.

Kim asked about revamping the conference program and offering a pocket guide. Rob suggested that a sheet of perforated cards be placed in each attendee's registration packet printed with their name and registration number. These cards will be used for class registration and drawings. A discussion ensued about sign in sheets vs. dropping a card in a bowl to be posted later to prove class attendance.

Entertainment – Sabra asked for ideas. She will look at entertainment options.

Food/Beverages – Jonathan Childs will work on this after the first of the year.

Old Business

2009 Membership Dues and Conference Rates – Sabra made a motion to raise attendee rates be raised by \$10. Rob seconded the motion.

Event Cancellation....no report

Membership Mailing List updates send to Kim.

Officer Job Descriptions - nothing

Other Items

New Business

Revised Board Meeting dates – changed conference call in times to 3:30 p.m.

Adjourn