

GOVERNING BOARD MEETING

Friday, September 26, 2007
DECC Board Room in Duluth, MN

MINUTES

1. **CALL TO ORDER** (Spain)

Chair Bill Spain called the meeting to order at 7:36 a.m.

2. **ROLL CALL** (Thornley)

POSITION	NAME	ATTENDANCE CONFIRMED
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Executive Board of Directors

<i>Chair-elect</i>	Pete Moulton, St. Peter	Yes
<i>Chair</i>	Bill Spain, St. Cloud Technical College	Yes
<i>Past Chair</i>	Karla Peterson, MDH	Yes
<i>Director</i>	Dave Schultz, MDH	Yes
<i>Secretary/Treasurer</i>	Stew Thornley, MDH	Yes
<i>Assistant Secretary</i>	Dave Brown, Bluestone Engineering.....	Yes

District Trustees

<i>Central</i>	Lisa Vollbrecht (int.) (expires 2010).....	No
<i>Metro</i>	Paul Coone, New Hope (expires 2011).....	No
<i>Northeast</i>	Steve Lipinski (expires 2011)	Yes
<i>Northwest</i>	Brian Bergentine, AE2S (expires 2009)	Yes
<i>Southeast</i>	Dean Huschle, Northfield (expires 2009)	No
<i>Southwest</i>	Pete Moulton, St. Peter (expires 2010)	Yes
<i>At-Large</i>	Pat Shea, St. Cloud (expires 2010).....	No

Councils and Committees

<i>Administrative & Policy (APC)</i>	Jon Eaton, Bloomington	No
<i>Conference (Conf)</i>	Corey Lubovich, Hibbing	Yes
<i>Minnesota Associates (MAC)</i>	Tony Belden, Engineering America.....	Yes
<i>Public Affairs (PAC)</i>	Myron Volker, Owatonna.....	Yes
<i>Training & Education (TEC)</i>	Chris Glassing, ACIPCO	Yes
<i>Water Utility (WUC)</i>	Bernie Bullert, TKDA	Yes

Guests:

Southwest District Rep.....	Dennis DuChene, Faribault	Yes
Association Representative	Jerry Stevens	Yes

3. **CONFIRMATION OF AWARDS** (Thornley)

National

2008 George Warren Fuller – Jon Eaton, City of Bloomington

Life Members (30 yr) – Dan Boyce, David Mostad, Larry Murphy, Naeem Qureshi

Gold Drop (50 yr) - None

Honorary Membership – None

Section

2008 Leonard N. Thompson – Naeem Qureshi, PCE

2007 L.N. Thompson plaque – John Thom, SEH

Membership Achievement – Brian Bergantine, Roger Glanzer, Bo Johnston, George Rosati, Steve Schneider, Bill Spain, Bert Tracy, Myron Volker, Gary Warner, Tom Welle, and Pete Moulton were

recognized for their membership recruitment efforts.

Volunteer of the Year – Lisa Vollbrecht, St. Cloud

Scholarships - Water Utility Management Scholarship were Tom Ozzello, Oak Park Heights; Steve Gilberg, Eagan; Sean Diercks, Montrose; Brian Young, Richfield; Daniel Curley, Shoreview; Jedd Braunworth, Waconia. Advanced Degree Scholarship recipient was Matt Kline.

Fresh Ideas Competition – Thunyalux (Tom) Ratpukdi

4. APPOINTMENT OF SECRETARY/TREASURER (Spain)

Spain recommended Stew Thornley be appointed Secretary/Treasurer.

Motion to approve the appointment of Stew Thornley as Secretary/Treasurer was made by Lubovich, second by Peterson, and unanimously approved.

5. APPOINTMENT OF ASSISTANT SECRETARY (Spain)

Spain recommended David Brown be appointed Assistant Secretary.

Motion to approve the appointment of David Brown as Assistant Secretary was made by Lipinski, seconded by Volker, and unanimously approved.

6. APPOINTMENT/REAPPOINTMENT OF COUNCIL CHAIRS (Peterson)

A. Administration Council – Eaton (1st year of 3-year term – expires 2011)

Awards – Yasser Abouaish

Finance – Barb Woolsey

Information Technology – Carol Kaszynski

Membership – Gary Warner

Nominating – Dave Schultz/Karla Peterson

B. Conference Council – Corey Lubovich (2/3 – expires 2010)

Program – Vacant

C. Minnesota Associates Council – Tony Belden (2/3 – expires 2010)

D. Public Affairs Council – Myron Volker (3/3 – expires 2009)

Public Information – Terry Neuman

Publications – Rod Volker

Scholarship – Doug Klamerus

Water for People – Bernie Bullert

Young Professionals – Todd Butz

E. Training Council – Chris Glassing (2/3 – expires 2010)

Education – John Thom

Management – Glen Gerads/Scott Anderson

Research – Doug Lubben

Safety – Tom Ozzello

Small Systems – Chad Troitte and Rick Wanner

F. Water Utility Council (WUC) – Bernie Bullert (2/3 – expires 2010)

Motion to approve the appointments of the council/committee chairs as shown was made by Bergantine, seconded by Lubovich, and unanimously approved.

7. OTHER APPOINTMENTS

Minnesota Water/Wastewater Agency Response Network (MNWARN)

Motion to appoint Moulton as MN Section representative to the MNWARN made by Peterson, seconded

by Glassing, and unanimously approved.

Bullert will bring forward having the board appoint members to the WUC. This is included in the bylaws but has not been done in the past. He will bring this forward at the January board meeting.

8. **ASSIGNMENTS**

Administration to Central (Vollbrecht [2/3] – expires 2010)
Conference to Northeast (Lipinski [1/3] – expires 2011)
MAC to Northwest (Bergantine [3/3] – expires 2009)
PAC to Southeast (Huschle [3/3] – expires 2009)
Training to Southwest (Moulton [2/3] – expires 2010)
WUC to Metro (Coone [1/3] – expires 2011)
No assignment for At-Large (Shea [3/3] – expires 2009)

Peterson moved and Lubovich seconded to approve the assignments as well as the rotation/expiration of terms for the district trustees as shown above. Motion passed unanimously.

Attached is the history of the board member terms.

9. **UNFINISHED BUSINESS**

Board support of Adam Kramer as Director-at-Large (Schultz)

Schultz noted that the director-at-large has traditionally been a diversity position. The Minnesota Section board would be responsible for his travel expenses to Association board meetings, which would be approximately \$2,000 a year. Kramer was brought in to address the board on his desire for candidacy. Kramer noted his 42 years in the water industry and his specific background and experience, including being the initial trustee of the Metro District in Minnesota AWWA.

Bullert moved and Schultz seconded to support Adam Kramer by having Chair Bill Spain send a letter to AWWA expressing the Minnesota Section's support of Adam Kramer as a candidate for director-at-large. Motion passed unanimously.

MAC Membership Guidelines (Belden)

Belden brought up unfinished business of the MAC's recommendation to change the make up of membership on the MAC committee. Belden mentioned that the MAC committee will conduct a full review of all the MAC'S policies and procedures and determine if any additional changes are needed other than the committee member composition. Belden will bring the MAC's policy and procedure changes to the January 2009 board meeting.

10. **NEW BUSINESS**

January Board training session ideas

Seven Measures of Success (Schultz)
Strategic Planning (Schultz)
Support Staff (Council Chairs to Solicit Committee Needs)
Volunteerism
Governing Documents (Bylaws, Policies/Procedure, Strategic/Business Plan)
Roberts Rules of Order – the refresher
Board Member Roles & Responsibilities
Your Financial, Legal, & Fiduciary Responsibility (Insurance)

The January retreat will be at the Riverwood Inn again. Board members will email any other ideas to Secretary/Treasurer Thornley.

Paid Staff

Membership is planning on presenting a request to the board at the January meeting for paid staff. Board discussed option to have paid staff together with other sections. Spain asked members to consider if there are paid staff needs and bring back to the January board meeting.

Breeze publications

Volker asked that people go to their committees to get more information that can be provided in the Breeze.

Strategic Planning

Board discussed that strategic planning will be covered at the January board meeting.

Apparel and Seven Measures of Success Books

Peterson moved and Volker seconded to purchase Minnesota AWWA apparel and Seven Measures of Success books for new board members as well as for committee chairs. Motion passed unanimously.

Peterson will coordinate the purchase of the books and apparel.

Vendor Exhibition and Conference Recap

Belden said the experience was good and he had no complaints. He recognized the efforts of Scott Bredehoff for organizing the exhibition and the long-time efforts of Dave Scheerer in keeping minutes for the Minnesota Associates Council. Belden thought the traffic flow was good and that having prizes helped to maintain the traffic. Lubovich worked hard with the vendors. Lubovich also noted the work of Belden.

Thornley asked Belden to solicit his committee for members of the Metro District who could succeed Dave Scheerer in organizing the annual vendor exhibition at the annual Metro District Operators School.

Thornley said he appreciated that soft drinks were made complimentary, along with tap beer, during the banquet and asked that this practice continue. Also, we should remember to ask the DECC not to have bottled water at the meals. Volker said they could bring, from Owatonna Public Utilities, a cooler in the shape of a water tower that could be filled with tap water and made available at the conference.

Peterson noted that a member was mugged on Tuesday night near the casino and that we might want to include a note about safety in next year's conference program.

Glassing said that the Texas Hold 'Em Tournament was held for the third consecutive year and said the Young Professionals were open to feedback on if the tournament should continue or if there should be a new post-banquet activity. Lubovich said we should have the tournament again next year and continue to evaluate its popularity.

Glassing added that a Meter Madness competition was held for the first time at this year's conference (with 15 competitors) and that they hoped to add pipe tapping and a taste test. He also said that we should budget money to send winners of the competitions to the AWWA annual conference.

11. COMMENTS BY ASSOCIATION REPRESENTATIVE

Stevens thanked the section for its hospitality and the donation to Water for People.

Spain suggested recognizing members participating on Association level committees. Glassing suggested printing list of people involved in Association level in Breeze.

12. NEXT BOARD MEETING

The Thursday (training/workgroup session) and Friday (board meeting) meetings are scheduled for Thursday, January 29 and Friday, January 30, 2008 at the Riverwood Inn in Monticello, MN.

13. **ADJOURNMENT**

A motion to adjourn at 9:19 a.m. was made by Moulton, second by Volker, and unanimously approved.