



Chesapeake Section American Water Works Association, Inc.

Board Meeting Minutes
November 2, 2012
WSSC, 14501 Sweitzer Lane,

Gary Geck, Chair
gary.geck@rcn.com
Laurel, MD 20707

1. Call to Order

The CSAWWA board meeting of the Board, Officers, and Committee Chairs was called to order by Chair Gary Geck, on Friday, November 2, 2012, at 9:39 am, in Laurel, MD

1.1 Roll Call by Graeme Lake with the following present:

Gary Geck	Rachel Ellis	Nicolle Boulay
Graeme Lake	Douglas Brinkman	Cheryl Paulin
Brian Aylaian	Andy Cooper	Angela Ballard-Landers
Kevin Woolbright	Harish Arora	John Moore
George Rest	Dennis Funk	Colleen Arnold
Maya Sathyanadhan	Kyle Massey	David Smith
Brian Gresehover	Rob Penman	Michael Lewis

Not in attendance: Jay Price, Angela Perry, Teresa DiGenova, Dr. Edward Bouwer, Ann Baugher, Jane Bayer, Scott Shipe, Eric Held, Craig Daly, Aaron Duke, , Jonathan Madagu, Sophia Liskovich, Patty Gamby, Jim Newbold, Pareshe Sanghavi, Russ Dalton, Don Sprinkle

2. Approval of Minutes ~ August 31, 2012 Board Minutes

The August 31, 2012 Board Minutes were presented for approval with edit incorporated regarding the deletion of two names listed in “Not in attendance”. Motion made by Kevin Woolbright, seconded by Doug Brinkman, to approve the minutes, as corrected. Motion carried.

3. Remarks by the Chair – Gary Geck

3.1 Welcomed all

3.2 The Board welcomed CSAWWA’s new Section Administrator, Cheryl Paulin. Cheryl will serve CSAWWA in a contracted capacity. Ms. Paulin will be granted signature rights through CSAWWA’s bank account, while under contract or until otherwise acted upon by CSAWWA officers.

4. Financial Report – Brian Gresehover - CSAWWA’s Checking Account balance, over \$ 72,928.64; 18-month CD at 0.65% of \$ 19,022.89.

5. Director’s Report – by Doug Brinkman

5.1 Winter Board Meeting – will be held in Nashville, TN with elections of officers. Four (4) VP openings with our own Douglas Brinkman, endorsed by CSAWWA, running for AWWA Vice President.

5.2 WEF/AWWA collaboration progress – The Exploratory Committee, with an agreed upon purpose of enhancing the value of service provided to our members, three models were proposed in moving forth - Program Integration, Combined Services, and Holding Company models. The Exploratory Committee remains optimistic that the enhanced collaboration will lead to more partnerships, with potential of programs and services integration. Director Brinkman will continue to update the Board as things develop.

5.3 Bringing Veterans into the Water Workforce - Both WEF and AWWA encourage water utilities and government agencies to explore bringing veterans into the water workforce. Check out www.workforwater.org for additional information.

5.4 AWWA rolling out total upgraded website - AWWA’s revamped website will be rolled out before the end of 2012. The new website will be easier to navigate and has been a long-time coming. AWWA introduced “Communities of Interest” (COIs) several months ago launching Customer Service and Water Conservation. Watch for more COIs soon and already launched. Be sure to check them out.

6. Budgeting for 2013

6.1 Finance Committee – to meet on November 9, 2012 to finalize proposed 2013 CSAWWA budget

6.2 Presentation of Budget/Voting – The budget will be submitted at the January 11, 2013 at the board meeting for vote. Attendees were not concerned about not having a budget in place for the 10 days prior to meeting.

7. **Chesapeake Magazine**
 - 7.1 Fall issue mailed, arriving in mailboxes soon. Doug Brinkman showed attendees the Fall issue cover.
 - 7.2 Winter issue articles due December 14, 2012; with scheduled mailing January 18, 2013. Articles to be written for this upcoming issue by: Angela Ballard-Landers for Customer Service Week, Rachel regarding CTA, David Smith, John Moore and Andy Cooper.
 - 7.3 Spring issue articles due March 8, 2013; issue to be mailed April 12, 2013. Articles to be written by Brian Aylaian, George Rest and David Smith.
 - 7.4 Summer issue articles due June 7, 2013; issue to be mailed July 12, 2013. Please advise Jim Newbold if you would be willing to write an article for this issue at your earliest convenience.

8. **Calendar of Events (attached)** – Attendees were directed to the “Running Calendar of Events”. The Calendar was updated by attendees. Running Calendar of Events to be included with the Agenda at each board meeting along with the Committee Assignments for attendee information and use. *Please advise Ann Baugher and Cheryl Paulin of any additions to the present “Calendar of Events”.*

9. **Unfinished Business**
 - 9.1 **Dropbox status – Aaron Duke** – Dropbox set up.
 - 9.2 **Chesapeake Tri Association, Inc. update** – Met on November 1, 2013 – drafted bylaws for Board review. Contact Rachel for review copy if interested. Term of service for each Board Director (1 from each organization CSAWWA, CWEA, WWOA) has not been finalized.
 - 9.3 **“Show Me The Money” Ad Hoc Committee status**– The "Show Me The Money" Ad Hoc Committee continues to brainstorm, while reaching out to the Finance Committee, ranking potential initiatives with regard to priority. Once the committee has evaluated all logistical issues, the Ad Hoc’s recommendations will be presented to the CSAWWA Board for action/vote.
 - 9.4 **Life Member Reception** – Eric Held and Kyle Massey - An event to honor life members is being investigated and planned, Boordy Vineyards is a possible venue.
 - 9.5 **2013 Wall Calendar production** – Member appreciation – Kyle Massey and John Morre working on this Member appreciation mailing. Graeme Lake suggested adding our lifetime members to this calendar.
 - 9.6 **Bi-monthly luncheons - Nicole Boulay** – discussion continued that began at previous board meeting with Ms. Boulay asking attendees for their thoughts on topics, locations and to assist in kicking these luncheons off.

10. **New Business/Good of the Order**
 - 10.1 **RMSO** – The 2013 RMSO will be held in Mystic, CT from October 18-19, 2013. As a follow-up to the 2012 RMSO discussions of other Sections, Ann has emailed a request to Nancy Hasrauth, serving on the TRE board, a request that all operators that are members of CSAWWA, CWEA or WWOA be granted a minimum of 1.0 contact hour per year, as is granted in other states, to water/wastewater operators/superintendents as everyone reads at least one hour a year of Opflow, Journal, WE&T, *Ecoletter* or *Chesapeake* articles. If approved, this would carry over to Professional Engineers for their PDHs as well. Ann Baugher will advise the Board of status at the January 11th Board meeting. The Chesapeake Section will host the 2014 RMSO, attendees were asked to keep this in mind as planning for the event will be forthcoming.
 - 10.2 Committee Chairs were reminded that the use of the credit card machine by CSAWWA was discontinued and all registration for events will be done on-line. The purpose of this is to eliminate the burden of security, record keeping, and liability, as well as the monthly fee. Registration will be done using the RegOnline system, or other online system as determined.

11. **Announcement(s)** – The next Board meeting will be held on Friday, January 11, 2013, at Howard County DPW, Columbia, MD. Coffee at 9:00 am with meeting beginning promptly at 9:30 am and concluding with lunch.

12. **Adjournment** – Meeting adjourned at 12:10PM.

Respectfully submitted,

Ann Baugher

Ann Baugher
Executive Director
11/13/12