



CENTRAL STATES WATER ENVIRONMENT ASSOCIATION, INC.

DRAFT Minutes
Executive Committee Meeting
Thursday, January 23, 2008
Teleconference

In Attendance:	President:	Dennis Lindeke
	1 st Vice President	Tim Tack
	2 nd Vice President	Rusty Schroedel
	Past President	Carol Strackbein
	Treasurer	Scott Trotter
	WEF Director '07	Rick Ashling
	WEF Director '08	Dan Lynch
	Executive Director:	Eric R. Lecuyer

Guests:	Note Taker:	Anne Lecuyer
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Absent:	IL Trustee:	Joe Slevnik
	MN Trustee:	Dave Raby
	WI Trustee:	Ken Sedmak
	PWO Rep'07:	Howard Jacobson

1. Call to Order: Dennis Lindeke called the meeting to order at 1:38 pm.
2. Approval of Agenda: Eric Lecuyer requested that updates on two new USEPA workshops be added to the agenda following the last item of new business **Moved by Scott Trotter, 2nd by Carol Strackbein to approve the agenda with the addition of the workshop updates. Approved.**
3. President's Remarks: Dennis thanked all those phoning-in to the teleconference and completing the business at hand, remarking "man its cold"! Dennis asked if there were any remarks from others. There were none.
4. Executive Director's Report:
 - a. **Moved by Carol Strackbein, 2nd by Scott Trotter to approve the minutes of the December 6 & 7, 2007 Executive Committee Minutes. Approved**

b. Dennis asked if there were any further changes or corrections to the Committee Roster. Eric remarked that there was a change to Carol Strackbein's contact information and that he had made recent corrections to the Committee Chairs, all of which are now posted on the web site. He stated that from now on he will make changes to the web site page and that is the version to be reviewed and updated in real time.

5. 2007 FY Audit: Scott Trotter recommended that the auditing firm of Knutte & Associates of Darien, Illinois be approved to conduct the audit due to the firms background, qualifications, appropriate fee of \$4000 proposed and the responsiveness of his proposal. **Moved by Carol Strackbein, 2nd by Dan Lynch to approve the Auditing firm Knutte to conduct the FY2007 Audit and prepare the FY 2007 Taxes.**

Approved

Eric remarked that changes in State of Illinois requirements to Accrual bookkeeping could likely result in audit notes as the Association's bookkeeping has previously been done on a cash basis. Some of the QuickBooks reporting will have to change but Eric will work with Scott to make sure the transition goes smoothly. Eric will proceed with engaging Knutte and Associates as the auditing firm.

6. Awards: Rusty and Tim discussed the General Award nominations. The Bedell committee has completed its selection and the recipient will be announced at the 81st Annual Meeting. The Hatfield Award sub-committee has selected Steve Reusser of the Madison MSD. The Operations Awardees selected by each State Section will go to Greg Brunst and the Village of Addison in Illinois, Jim Thalke, of Sussex, in WI and Dean Nelson, in MN. The Burke Safety Award is from Crystal Lake and the CSWEA Facility Safety Awards will go to Springbrook WWTP in Naperville, IL and Watertown, WI. There were three nominations from the IL Section, one from WI and none from MN. The Radebaugh Award will go to Jay Kemp, Dennis Egge and Dan Zitomer for their paper "Effect of Iron Addition on Thermophilic - Mesophilic Anaerobic Digestion. The Collection System award will go to Steve Woodman, of Beloit WI. The Industrial Achievement Award will go to Armour-Erich Meats, in MN. The Laboratory Excellence Award will go to Nora Erlandson of Racine WI. **Moved by Dan Lynch, 2nd by Tim Tack to approve the General Award Committee Nominations. Approved**

7. New Business:

a. In the matter of Amending the CSWEA Constitution and By-Laws to incorporate a Young Professional on the Executive Committee, Eric proposed to put to the general membership at the Annual meeting, two separate motions to change the Association's Constitution and By-Laws. The proposed revisions had been posted and reviewed by those present at the meeting. **Moved by Tim Tack, 2nd by Dan Lynch to amend the Association Constitution and By-Laws to create the position of Young Professional representative to the Executive Committee. Approved**

Moved by Dan Lynch, 2nd by Carol Strackbein to amend the Association Constitution and By-Laws to provide for an additional membership category of Associate Member using language that has been well received by WEF from other MAs. Approved

b. The next meeting of the Executive Committee will be held on May 19, 2008 at the Sheraton Bloomington Hotel in Bloomington, MN.

c. The USEPA Asset Management, Region 5 will take place at Monona Terrace in Madison, WI on either Sept. 8-9 or Sept. 9-10, 2008. Plans are proceeding well and on budget. The USEPA Energy Management Workshop is being planned with a proposal prepared and forwarded to WEF. There is a conference call planned for tomorrow (Jan. 24, 2008) with the committee. Eric expects that CSWEA will be asked to manage that workshop which will probably be in 2009. Funds for this event were included in the approved FY 08 Budget.

d. Tim Tack requested a short discussion of his WEFMAX presentation. All participants contributed some details to include in Tim's outline. His presentation will include the MA Award, Calendar of Events, Patti Craddock's Children's Water Festival, Section Activities, Young Professional and Student Activities as well as the MWIE event. Dennis thought the planned presentation sounded great and Tim should run with it.

8. Adjournment: **Moved by Rusty Schroedel, 2nd by Tim Tack to Adjourn. Approved. The Meeting was adjourned at 2:38 pm.**