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CENTRAL STATES WATER ENVIRONMENT ASSOCIATION, INC.

Tentatively Approved Minutes for Posting  
Executive Committee Meeting  
Tuesday, May 22, 2007  
The Madison Concourse Hotel, Madison, WI

In Attendance:	President:	Carol Strackbein
	1 <sup>st</sup> Vice President	Dennis Lindeke
	2 <sup>nd</sup> Vice President	Tim Tack
	Past President	Scott Trotter
	Treasurer	Dan Lynch
	WEF Director '07	Bob Clavel
	WEF Director '08	Rick Ashling
	WI Trustee:	Rusty Schroedel
	MN Trustee:	Dave Rabe
	PWO Rep'06	LaMont Albers
	Executive Director:	Eric R. Lecuyer
Guests:	WEF Guest	Michael Read
	Minnesota:	Eric Evans
	Wisconsin:	Ken Sedmack
	S & YP Committee:	Dan Busch
	Education Committee:	Jay Kemp
	LAC Chair:	Paul Nehm
	Note Taker:	Anne Lecuyer
Absent:	IL Trustee:	Joe Slevnik

1. Call to Order: Carol Strackbein called the meeting to order at 8:07 am.
2. Approval of Agenda: **Moved by Dan Lynch, 2<sup>nd</sup> by Dennis Lindeke to approve the agenda. Approved.**
3. President's Remarks: Carol introduced Michael Read, WEF Past President who invited anyone interested in the position of WEF Director to see him. Carol also thanked the Executive Committee's for all of their hard work.

4. Executive Director's Report: Rusty Schroedel corrected the spelling in 11a to Wirtz. .  
a. **Moved by LaMont Albers, 2<sup>nd</sup> by Dennis Lindeke to approve the minutes of the January 25-26, 2006 Executive Committee Minutes as corrected. Approved.**

b. Eric indicated that the new Fidelity Bond/Director & Officer Insurance as outlined in his written report is better coverage than preceding policy.

c. Updates to the Committee Roster were received by Dennis Lindeke and will be posted on the web site. A truncated version will be printed in the next issue of *Central States Water*.

5. Financial Reports:

a. Dan reported that the Association is in good financial shape for the 1<sup>st</sup> quarter with adequate reserves. Everything has been reported properly. The Education Seminar books may still have outstanding speaker expenses but looks to be very successful.

b. There were no notes on the audit which is a good thing.

c. The IL Taxes and Attorney General Report have been completed and are ready to sign and mail. **Moved by Scott Trotter, 2<sup>nd</sup> by Dennis Lindeke to approve the Financial Reports. Approved.**

6. WEF Director '06, Bob Clavel and Rick Ashling presented the Directors' report. Bob reported that the House of Delegates is ready to vote on revisions to the Constitution and By-Laws. WEF's Past President, Michael Read added that WEF has developed a dues calculation formula based on what each member "costs to support" and the Board will determine what dollar value will be used in the calculation. There was discussion about the Federal Grant not being continued for 2008. There is still 2007 Budget dollars but WEF needs to develop "user-driven" funding.

7. State Trustee Reports

a. Wisconsin: Rusty Schroedel referred to his written report, commenting that the Section is financially doing well and that Bill Marten will serve as Chair with Steve Godfrey serving as Vice Chair. Activities include Student Chapters, Collections Systems Seminar and in July, the next CSX.

b. Minnesota: Dave Raby reported that the SJWP winner will compete in Phoenix this June and the runner-up will present her paper at this Annual Meeting. He also commented that the Section's major challenge is filling committee chair positions and finding participating committee members.

c. Illinois: The committee was referred to Joe Slevnik's written report.

There was a lengthy discussion about Section reserves and how to best use the money to serve the Sections, i.e., underwriting member activities, speakers, growing the membership, investment in A.V. equipment. It was suggested that all three Sections be asked to develop a plan and it was suggested that there be accountability for reducing reserves. **Moved by Scott Trotter, 2<sup>nd</sup> by Dan Lynch to approve the State Section Trustee Reports. Approved.**

8. PWO Representative Report

Lamont Albers reported that the 2006 Operations Challenge teams, the Shovelers and the Pumpers exceeded their expectations in placing 23<sup>rd</sup> and 32<sup>nd</sup>, respectively and the Shoveler's placed 1<sup>st</sup> in the Lab event. He offered a special thanks to Team Captains, Rick Ashling and Jim Miller, reiterating that the Challenge team started as strangers and quickly became team members. LaMont requested that Operation Challenge be used as a recruiting mechanism. He reported that Howard Jacobson of Duluth, MN will become the new PWO Representative, encouraging the Executive Committee to look for Howard and offer support. Rick Ashling wanted to award the Lab Event Trophy to the Association as it has made the rounds through the Sections.

#### 9. Committee and Activity Reports

a. Education Seminar: Jay Kemp commented that as out-going Chair, Jim Fisher did a great job. The last event was attended by 163 full registrants and 35 students. There are still three outstanding expense reports (2 were local) and that net income will be about \$9200.

b. General Awards: Both Dennis Lindeke and Tim Tack referred to their joint report as posted but commented that 3 of the 4 Academic Excellence Award winners would be attending the conference. Michael Read apologized about the way WEF Awards were handled in Dallas and Rusty Schroedel, being on the WEF Awards Committee, reported that they are working to improve the way awards are presented at WEFTEC '07.

c. Internet: Eric reported that he is pleased with the new webmaster. He expects quick turn around on posting updates, improvements to on-line registration and new priority to adding links to Student Chapters. Any website changes should still be sent to Eric Lecuyer.

d. Central States Water: The first issue was well received and the deadline for the next issue is June 1. In response to general feedback, the point size is to be increased for improved readability.

e. Nominations: Dan congratulated the nominees per his posted report.

f. Public Education Committee: Patti Craddock's written report stands as posted.

g. Student and Young Professionals: Dan Busch provided a schedule of the S&YP presentations, encouraging all to attend and any engineers to provide critiques. He also asked that Exec. Committee members to look for students and young professionals at the "ice-breaker" and social events and welcome them. He also thanked Bill Martin for moderating and blending the Students and Young Professionals. Contact information for S&YP remains a challenge and they are looking for representation at the YP Summit. Rusty suggested a display ad in the magazine to solicit contact information.

h. General Membership: Dean Wiebenga's written report stands as posted. He will be stepping down and a replacement is needed.

i. MARC Committee: Tom Mulcahy's written report stands as posted.

j. Ad Hoc Committee:

(a) Midwest Water Industry Expo – Jay Kemp reported that the first day of the last event was especially well attended. They are looking for a new venue for '08 and they have surveyed exhibitors for their ideas. More committee members are needed.

**Moved by Dan Lynch, 2<sup>nd</sup> by Scott Trotter to renew the Association's MOU with WWA. Approved. Moved by Dennis Lindeke, 2<sup>nd</sup> by Scott Trotter to accept all committee reports. Approved.**

10. Annual Meetings

a. 2007 Wisconsin: Paul Nehm reported that at latest count, there were 73 exhibitors, 122 full registrations (13 students) and 39 1-day registrations. All 15 slots for vendor talks have been filled and those attending will be given a raffle ticket for a chance at a big-screen TV. An "ice-breaker" for S&YP is scheduled prior to the Meet & Greet.

i. The Technical Program Committee reports 83 abstracts were received from which 41 were selected to provide a good mix of both operations and engineering.

ii. Exhibitor Committee reported concern over the ratio of attendees to exhibitors which is partially due to the Association membership is "vendor heavy". Rusty suggested that in the future, the Executive Committee could split up a list of booths to visit so as to be more efficient in thanking vendors for their participation.

b. 2008 Minnesota: Eric Evans reported that the LAC is discussing one day of Exhibits and will talk to this year's vendors. Vendor Talks could be scheduled into Technical Sessions day to keep them at the conference for two days. Carol would prefer a standardized schedule for Annual Meetings.

c. 2009 Illinois: Tim Tack reported that Dean Wiebenga and Debbie Ness continue to look for a new venue.

**Moved by Dan Lynch, 2<sup>nd</sup> by Scott Trotter to approve all Annual Meeting reports. Approved.**

11. Old Business:

a. State Section Policies & Procedures: Dan Lynch suggested that his written report be reviewed to ensure all of the dates were correct. Sections need to consult with the Executive Director on all contracts with regards to insurance compliance. Section 23 in the Association SOP need to be included in Section SOPs as well as the insurance language.

b. WEFMAX '07 Report: Carol Strackbein reported on the WEFMAX '07 meeting in Chicago. 22 MAs were represented, the largest number ever. Central States hosted the Young Professionals Summit which was very successful. She commented on the interest generated by the Michigan Science Teacher project and brought back the idea of placing tables for each of the Association's committees near the exhibit hall at the 81<sup>st</sup> Annual Meeting and staffing it with committee members. This should be passed on that LAC.

c. CSWEA CSX '06 Follow up: Carol Strackbein and Eric Lecuyer referred to the posted report and asked that "Big Idea #5", recognition of Student Chapters be assigned to some committee. Dennis Lindeke suggested that The Teacher of the Year Award for college professors should be part of the S&YP committee and the Public Education Committee should take up the High School Teacher of the Year Award.

(i) Eric reported that CSX will be the target date to complete the membership Recruitment tool.

d. CSWEA Safety Award SOP Amendment: **Moved by Dennis Lindeke, 2<sup>nd</sup> by Dan Lynch to approve the Safety Award SOP modification proposed in the posted report item 11d. Approved.**

e. SOP Updates, Student Paper/Design Competition, SJWP: **Moved by Jay Kemp, 2<sup>nd</sup> by Rusty Schroedel to approve the Student Activity SOP modification proposed in the posted report item 11e. Approved.** Scott Trotter reminded Section Chairs that Sections need to budget for these expenses.

f. CSWEA Marketing Plan: Scott Trotter reported that a draft will be presented at the CSX meeting in July.

g. Ex Com Meeting Schedule - SOP Section 3.0c: **Moved by Dennis Lindeke, 2<sup>nd</sup> by Scott Trotter to revise Section 3.0C of the SOPs, changing “in January” to “prior to the end of the fiscal year”. Approved.**

h. WEFTEC '07 Reception: The Association Reception will be held at the Manchester Grand Hyatt in San Diego on Sunday, October 14. Scott Trotter will take the following steps to control expenses at the event: raise the sponsorship fee, limit open bar hours, followed by cash bar, select standard faire (no shrimp), backed up with less expensive food.

12. New Business:

a. Annual Business Meeting to be held at the Monona Terrace, 4:00 PM, May 24 .

b. **Moved by Scott Trotter, 2<sup>nd</sup> by LaMont Albers to revise SOPs with language that splits the Student and Young Professional committees. Approved.** Committee chairs will include Rachel Lee and Kris Evans.

c. Carol Strackbein announced the appointment of Scott Trotter to the WEFTEC Advisory Committee. Scott agreed to serve.

d. CSWEA-CSX '07 will take place July 19 & 20 at the Kalahari Resort. The agenda will evolve over the next few weeks and Dennis reminded all that room reservations need to be made by June 19.

e. Carol reported that the next meeting was to be held May 25 at the Concourse Hotel Madison at 10:30 and reminded all to attend the S&YP Reception at 5:30.

13. Adjournment: **Moved by Scott Trotter, 2<sup>nd</sup> by Dan Lynch to Adjourn. Approved. The Meeting was adjourned at 10:32 am.**