



CENTRAL STATES WATER ENVIRONMENT ASSOCIATION, INC.

Tentatively Approved Minutes for Posting
Executive Committee Meeting
Sunday, October 14, 2007
Manchester Grand Hyatt, San Diego, CA

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	Bob Clavel
	WEF Director '08	Rick Ashling
	IL Trustee:	Joe Slevnik
	MN Trustee:	Dave Raby
	WI Trustee:	Ken Sedmak
	Executive Director:	Eric R. Lecuyer
	PWO Rep'07	Howard Jacobson

Guests:	WEF Director '09	Dan Lynch
	'08 LAC	Kris Evans
	Note Taker:	Anne Lecuyer

1. Call to Order: Dennis Lindeke called the meeting to order at 7:54 am.
2. Approval of Agenda: **Moved by Scott Trotter, 2nd by Carol Strackbein to approve the agenda providing the MN Trustee Report be moved up to item 6. Approved.**
3. President's Remarks: Dennis congratulated the Executive Committee on the Outstanding MA Award that was presented to Central States at the WEF House of Delegates Meeting, extending appreciation to Dan Lynch for his effort in submitting the nomination package.
4. Executive Director's Report
 - a. **Moved by Scott Trotter, 2nd by Carol Strackbein to approve the May 22, 2007 Executive Committee meeting minutes. Approved.**
 - b. **Moved by Ken Sedmak, 2nd by Joe Slevnik to approve the May 25, 2007 Executive Committee meeting minutes. Approved.**

c. The minutes of the May 24, 2007 Annual Meeting have been posted and there was no discussion.

d. Eric Lecuyer has received new updates with the addition of Doug Henrichsen replacing Eric Evans as the MN LAC Chair.

5. Fiscal Reports – Scott Trotter:

a.i. Balance Sheet 9.30.07

a.ii. Balance Sheet v. Prev. Yr.

a.iii. P&L FY 07 thru 9.30.07

a.iv. P&L Budget v. Actual 9.30.07

a.v. Statement of Financial Position, 9.30.07

All reports were posted 10.07.07, Scott remarked that the voucher system was working well. Eric commented that the State Section differences were a result of some information not in yet. There was discussion about the Water for People donations being down from previous year due to less income from Silent Auction. The BMI expense was explained as an annual fee to insure there will be no penalty should recorded music be played at any Central States event.

Moved by Rusty Schroedel, 2nd by Ken Sedmak to approve the Financial Reports.

Approved.

b. Eric reported that he needs to find a new auditor as the current one will no longer provide that service. Eric will secure 2-3 new quotes from the Crystal Lake area.

6. WEFTEC '07 Welcome Reception – Scott Trotter:

Scott reported that every effort has been made to keep within the \$11K budgeted amount. \$15K has been collected in sponsorship. The reception room will be open from 5 to 8 PM with the open bar available from 5:30 to 7:30 PM. The food will be staged so the table is never empty during peak time. All Exec. Com. Members are encouraged to seek out and thank the sponsors of the event.

7. WEF Delegates' Report – Bob Clavel and Rick Ashling:

Bob referenced his written report but highlights included the announcement of the changes in governance was approved in July by the WEF Board of Directors and goes into effect at this WEFTEC. A Speaker of the House, a non-voting member of the Board of Directors is a new position and language is being drafted to change WEF by-laws. The two-city rotation for WEFTEC was re-affirmed and the schedule can be viewed on the WEF website. Also, at the HOD meeting, more activities with AWWA were proposed and the Utility Partnership program was approved with New York and Texas MAs being pilot programs.

This was Bob Clavel's last meeting as one of our WEF delegates and Bob announced that he will retire soon and wants to remain active in Central States. He expressed that he has really enjoyed his association with the members and Executive Committee and thanked them for the opportunity to serve. Bob was recognized with a standing ovation.

Rick Ashling noted that Dan Lynch will become the next Delegate for the Association and will be seated at the 10.17.07 HOD meeting.

8. State Trustee Reports

a. Wisconsin: Ken Sedmak referenced his written report, commenting that the Section will discuss the excess funds at their November 8 meeting. The Collections committee has

scheduled 2 meetings, Government Affairs committee, headed by Jane Carlson, is looking for new topics. The Management Seminar at Cabella's was very successful and all attendees received an employee discount for the day. Ten YPs and two students attended the S&YP outing at the Brewers Game in September where copies of the CSX "Big Ideas" were passed around. The topic of splitting S & YP was discussed, there was some resistance and will be brought up for further discussion at the Nov. 8 meeting.

b. Minnesota: Dave Raby presented his written report. MN's Annual Conference on the Environment, scheduled for November 8, will focus on Climate Change. MN committees are very active, with new chairs and recruiting new members. An "Innovative Conference" is being planned for February in St. Cloud. The Section's financial status is stronger than last year's; they are working to grow their membership and are supporting the MWOA scholarship for this year and considering ongoing support for this scholarship.

c. Illinois: Joe Slevnik reported that the IL Section is increasing their activities. Rich Hussey and Lee Melcher are S&YP Co-chairs. The Lab Workshop was a success with 24 attendees and will continue to be a popular event. Gary Scott will head up the Safety Seminar and put together a facility tour at Naperville. They are looking at changing the name of the Quick Talks. The Section financial status is improved.

Dennis asked about Safety activities in MN and WI. Dave remarked that they are looking at this. Rusty suggested that the MN and WI Safety Committee chairs talk with Gary in IL. Eric mentioned that Gary Scott is highly motivated as Safety Committee Chair in IL and submits articles for *Central States Water* every issue. **Moved by Carol Strackbein, 2nd by Rick Ashling to approve the State Section Trustee Reports. Approved.**

9. PWO Representative, Howard Jacobson reported that the Operations Challenge teams are ready and extended appreciation to Paul Nehm for providing the training facility at the Madison plant. They plan to display the plaque for last year's first place in the Lab competition there. They sent out 75 requests for sponsorship, 11 were returned and Howard asked for continued support from State Sections. Rick Ashling asked that State Sections help with the solicitation of sponsorship. Howard cited an increase in interest in WEFTEC Operations Challenge.

There was a lengthy discussion about how the Association can provide further support of this activity: Promotion of operator's participation could include more direct communication with their employers, "scholarships" for participants who attend WEFTEC and possibly awarding certificates of recognition to team members.

The subject of reimbursement to team members was discussed. Carol and Rusty asked for actual expense amounts incurred by team members. Ken asked how much State Sections should be paying out in reimbursements. Eric reported that the Association pays out \$10K in expense reimbursement and suggested that State Sections may want to increase their support. Up to \$750 per person is reimbursed with the balance forwarded to the Sections for reimbursement. It was noted that with WEFTEC in Chicago next year, expenses should be considerably lower than for San Diego. Howard will prepare a budget prior to the next Executive Committee meeting in December.

10. Committee and Activity Reports

a. Education Seminar: Eric Lecuyer remarked that April 1, 2008 should be a good event, the committee is functioning effectively and to see Jay Kemp's written report for details.

b. General Awards: Rusty Schroedel reported that the website roster has been helpful and he is following Tim Tack's notes. Rusty has made contacts, is getting feedback and is working on compiling a box of 2nd VP Awards into an organized guide. He also asked Eric and Dan for copies of their packages. He noted that timeframes need to be updated due to the change in the Executive Committee meeting moving to December and asked the committee to also look for likely candidates for awards. Tim Tack reported that letters and e-mails have been sent out, soliciting nominations. It was agreed that those nominations that are ready for the December meeting can be reviewed and nominations received after the meeting can be reviewed and the Executive Committee polled for approval. Rusty reminded all that the WEF Awards would be presented at 4 PM. He also reported that the WEF Awards committee is developing a policy regarding "naming" awards.

c. Internet: Eric Lecuyer asked for items and event dates and locations, as well as registration information, be forwarded to him for website posting. He suggested that the PWO page could be used for Operations Challenge info exchange. The Student Chapter page needs more current information to be gathered so he can get that posted. An "Awards Tool Box" would be helpful to those making nominations and Eric asked that the Awards committee scan and forward to him examples of successful packages as that material may make it easier to receive nominations.

There was a discussion of the Calendar of Events: Dan Lynch suggested that a standardized format for all events with a description stay permanently posted and dates and pertinent information be updated as needed. He would also like to see a link to and from the Dept. of Natural Resources website events page. It was suggested that a comment be published in *Central States Water* soliciting links to and from our website to treatment facilities' websites.

d. Operations Challenge: Howard's report covered in PWO Rep. Report.

e. *Central States Water*: Eric reported that the latest issue was just distributed and the content was great. The schedule for future issues will be: December 19 (Joint Expo), April 4 (Annual Mtg.), July 18 and September 26. He requested that all articles be submitted to him regardless of the publisher suggesting articles as part of their advertising solicitation. He reiterated to the publisher not to by-pass him, the editor, in running any articles. Rusty expressed some concern about our relationship with advertisers being weakened and we might want to find a way to keep in touch with them more directly.

f. Public Education: Rick Ashling referenced Patti Craddock's posted report, commenting that one of their new initiatives, WEF's Water is Life and Infrastructure Makes it Happen campaign is the concept of including the discussion of wastewater treatment infrastructure within economic development issues.

g. Students Committee: Dan Busch's posted report was reviewed with the 2008 Annual Meeting Student Paper presentation being handled much like 2007. The Exec. Committee was reminded to attend the Central States' Student Presentation at the Poster Sessions.

h. Young Professionals Committee: Kris Evans will continue to act as liaison between WEF and Central States' YP committees. Surveys are being prepared to determine requirements for a YP Tool Kit. Eric Lecuyer has proposed language to add an "Outstanding YP Award" to present for the first time at the 81st Annual Meeting. Ken Sedmak referenced item 13c in the agenda under new business where this item will be considered. Eric Lecuyer suggested that the Executive Committee consider recommending that a Young Professional be considered by the Nominating Committee for Association Treasurer. Rusty suggested that a more experienced member be treasurer and have a YP be a voting member of the Executive Committee. **Moved by**

Rusty Schroedel, 2nd by Rick Ashling to direct Eric Lecuyer to draft language to add a YP Representative to sit on the Executive Committee. Approved.

i. General Membership: Ken Sedmak reported for G. Stonehouse, stating that membership remains at status quo. There were gains in Young Professionals in that 10 refunds were made. There has been a change in activity from a focus on following up on delinquent members to actively pursuing new members, especially Young Professionals. Ken was thanked for his leadership in this pursuit.

j. MARC: Tom Mulcahy's posted report was reviewed. The committee is soliciting input from manufacturing reps. Dennis reported that he is looking forward to working with MARC in 2008.

k. Ad Hoc Committees: Midwest Water Industry Expo: Jay Kemp's posted report was discussed. The Memorandum of Understanding (MOU) with WWA has expired and Dan will check on this and report at Dec. meeting. Eric will ask Jay for a new letter of intent from WWA for the Dec. meeting. The last Expo was very successful and \$4K will be kept in that account for seed money for the next event to be held on Jan. 23-24, 2008. Exhibit packages are going out and include solicitations for 30 minute vendor talks, which proved to be very educational. Dan reported that WI CEUs are being increased from 2 to 4 and he is checking with IL and MN. It was suggested that he also check into IA CEUs. Eric reported that he was informed that WWA will handle the exhibit registrations and CS will handle the attendee registrations. **Moved by Ken Sedmak, 2nd by Rusty Schroedel to approve all committee reports. Approved.**

11. Annual Meetings

a. 2007 Madison, WI – Paul Nehm: Paul's posted report indicated that a comprehensive report was forwarded to the other LAC chairs and are asking for feedback on any improvements that can be made.

b. 2008 Minneapolis, MN – Eric Evans's posted report was referenced. Dennis toured the facility, the schedule was set. There will be no technical papers give during the exhibit hours but rooms are reserved for committee meetings. All Association committee chairs need to be contacted about room availability. There are also cabana rooms available to rent for vendor hospitality events. Dr. Barnard will speak on the "future of nutrients" and Paul Douglas will discuss "climate change". There will be an Operators' Forum to include 5 papers on plant operations and a Collections Systems Forum with 4 papers to be presented.

c. 2009 Lincolnshire, IL – Dean Weibenga's report was verbally updated by Eric Lecuyer: The contract was signed with dates of May 17-22, 2009 confirmed. It will start on a Monday with the Executive Committee meeting and golf outing. The 2-day exhibit will be housed in a permanent tent with room for 76 booths arranged for maximum traffic exposure. The contract room rate is \$129 a night.

d. 2010 Wisconsin – Rusty Schroedel reported that the LAC has been inundated with materials from WI Bureau of Tourism. They have seriously looked at La Cross, Blue Harbor in Sheboygan, which are tight on exhibit and technical session space and Madison. They are leaning towards Madison. Dates in May are yet to be determined. **Moved by Scott Trotter, 2nd by Howard Jacobson to approve all Annual Meeting reports. Approved.**

12. Old Business

a. SOP Section 4.2 Amendment for 2008 Dues – Eric Lecuyer electronically polled Executive Committee for approval to rebate an YP Membership Discount of 50% for the first

three years of membership and now seeks formal confirmation. **Moved by Rusty Schroedel, 2nd by Joe Slevnik to approve the SOP Amendment as posted on 9.30.07. Approved.**

b. SOP Section 12.39 Amendment – Eric Lecuyer was instructed to add #9 to the Students Committee, to solicit papers from Students for consideration by the LAC for inclusion in the Annual Meeting program. Section 12.40, item 4, change “activation” to “participation” and add item #7 that the YP Committee shall forward nominations to the General Awards Committee for selection of a winner. **Moved by Scott Trotter, 2nd by Rusty Schroedel to approve the SOP Amendment as amended. Approved.**

c. CSWEA CSX '07 Follow-up – Dennis Lindeke & Eric Lecuyer both reported that great brainstorming ideas emerged and several things have been completed. It was suggested that the 2nd VP become the official note taker. The next CSX is planned for July 18-19, 2008 at the Kalahari and will include a YP Exchange.

d. WEFTEC '08 – Scott Trotter requested additional help in manning their booth at current WEFTEC. The LAC funding is being handled by Eric and a list of committee leaders was distributed.

e. Future Ex Com meetings at WEFTEC – The question was raised regarding concerns over scheduling this meeting during such a busy week. It was suggested that this commitment was helpful in getting away from jobs to attend WEFTEC. The consensus is that the meeting day at WEFTEC seems to work and this Ex Com meeting will continue to be held in conjunction with WEFTEC.

13. New Business

a. WEFMAX '08, Hosted by CSWEA – Eric Lecuyer's posted report was referenced along with WEF's report. Dennis announced the formation of WEFMAX LAC Chair will be Doug Henrichsen and a Social Event will be planned to be at the Mall of America.

b. Budget items for FY'08 – Eric Lecuyer requested that all budget requests need to be submitted by Thanksgiving in order to include them for the December 6&7. meeting.

c. YP Committee “YP of the Year Award” – Kris Evans reported on this earlier. **Moved by Joe Slevnik, 2nd by Rick Ashling to approve the SOP Amendment. Approved.**

d. Student's Committee “Bill Boyle Outstanding Educator Award” -- **Moved by Carol Strackbein, 2nd by Ken Sedmak to approve the SOP Amendment as proposed. Approved.**

e. WEF/CSWEA NPDES Workshop – CSWEA will cooperate with WEF on this event and the table top display will be displayed at this event. There is no monetary commitment and the dates of June 10-11, 2008 do not conflict with other events.

f. USEPA Asset Management Workshop – Ken Sedmak distributed a brochure about this event with a request from the USEPA to co-sponsor this event. WWOA declined. The USEPA will provide speakers and materials, the Association would set fees, workout the CEUs, provide promotional brochure and venue. Scott suggested passing it on to the Public Education Committee, Tim will contact USEPA Region 5. There was a consensus of the Ex Com to proceed with activities to determine the interest in pursuing this opportunity.

g. Next meeting is scheduled for December 6 & 7, 2007 at the Sheraton in Bloomington, MN.

14. Adjournment: **Moved by Ken Sedmak 2nd by Dave Raby to Adjourn. Approved. The Meeting was adjourned at 11:56 am.**