



2008-2009 GOVERNING BOARD AND OFFICERS

Aaron Nelson- President	Carrie DeSimone, DE Trustee
Hiram Tanner- President Elect	Angie Essner, MD Trustee
Craig Murray - Vice President	Salil Kharkar, DC Trustee
Karl Ott - Past President	Jon Doane, WEF Director/Delegate
Carlos Espinosa, Secretary	Ray Schulte, WEF Director/Delegate
Timothy Wolfe, Treasurer	Robert Wimmer, WEF Delegate at Large
	Sam Amad, PWO Representative

CWEA Board Meeting Minutes

Date: February 12, 2009

Location: Conference Call

1. Aaron Nelson called meeting to order at 8:40 AM.
2. Attendance:

Aaron Nelson	Paresh Sanghavi	Laurie Perkins	Paul Sayan
Hiram Tanner	Carrie DeSimone	Robert Wimmer	Russ Sharpe
Carlos Espinosa	Craig Murray	Robert Beringer	Sorin Schwartz
Tim Wolfe	Karl Ott	Ray Schulte	Tiffany Bain
3. Web Site - Board is considering revamping and outsourcing the maintenance of the CWEA website. Angela Essner has reviewed the current company and is looking into other options. Angela plans to present her findings at the next meeting.
4. Business Practices – Aaron has researched other business practices from Mas. He is finalizing his search and plan to present draft before the next meeting.
5. Budget – Tim Wolfe reported that he has signing authority and plans to add Carlos Espinosa to the list of authorized signatures. Tim and Bob Wimmer are planning to get together in the next few weeks to consolidate the checkbook. The proceedings from the Ed Norton Open and the Tri-Conference were deposited. Tim and Bob will audit the books as soon as possible and report back to the Board. Russ Sharpe will e-mail the Finance and Budget Report to the Board for review.
6. By Laws - No progress since last meeting. Aaron Nelson asked for a volunteer to spearhead the effort. Bob Wimmer volunteered.
7. Relationships with others – Aaron Nelson was contacted by the CSAWWA Publication Committee. After some discussion about which organization would lead a joint publication both parties felt comfortable enough to agree on setting up a formal meeting to continue discussions.
8. Schedule of Events – Carlos Espinosa will update the calendar and provide for review before next meeting.

9. Delaware Trustee Report (Carrie DeSimone)

- Ecoletter - The Winter-08 issue is currently at the press and will be published soon. Deadline for articles for the Spring-09 issue is March 6th.
- Student Activity - Career Day at the Montebello WTP is schedule for Friday, 2/20. Thus far 20 students and 15 employers have signed up for the event.
- The Young Professional - The committee plans to participate in the Career Day and will host a networking gathering afterwards.
- Water for People – The committee is considering a Bowl-A-Thon – could be expensive and may drop the idea. A Spring Walk-A-Thon is also in the planning.

10. Maryland Trustee Report (Angie Essner – absent)

- Collection System Committee – Carlos Espinosa provided an update for Laurie Perkins. The CSC met on Feb 11th. Main topics/items discussed at the meeting were:
 - Finalization of the April 17th, Spring-09 Luncheon at the Rose Restaurant in Linthicum, Md.
 - Committee moving forward with meeting with municipalities to solicit more support and participation by municipal employees. First meeting taking place on March 31st with Anne Arundel, Howard, and Frederick Counties. Meeting will take place in Howard County.
 - CSC will have full participation in the Short Courses May 31st – June 5th.
 - Operation Challenge preparation continues. The issue of charging a \$300 fee for participating teams was discussed. The Board is in favor of waving the fee, and the issue will be discussed and decided at the upcoming Conference Planning Committee meeting. ***Follow up note: The \$300 fee issue was discussed at the Conference Planning Committee meeting. The Committee decided not to wave the fee, but encourage the CSC to solicit sponsor to cover the cost.***
- Water Reuse – Bob Berringer informed the Board that the Maryland Department of the Environment (MDE) has formed a Water Reuse Taskforce – CWEA is represented. A CWEA/CSAWWA Water Reuse Seminar is scheduled for May 14th at the Maritime Institute of Technologies and Graduate Studies (MITAGS), Linthicum, MD.

11. DC Trustee Report (Salil Kharka – absent)

- Safety – Sorin Schwartz informed the Board that the committee has been coordinating with the WEF Safety Committee.

- Spring Meeting – Paul Sayan indicated that the Spring Meeting is scheduled for May 7th at the MITAGS. There will be 12 speakers, 6 water and 6 wastewater. Vendors are lining up.
- Short Courses – Hiram reported that the Short Courses is scheduled May 31st – June 5th, at George Washington College. Schedule will be available soon.

12. WEF Delegate Report – Ray Schulte reported:

- WEF Board briefings are published in the WEF website.
- The House of Delegates (HOD) continues to encourage MA's Committees to coordinate and seek support from the corresponding WEF National Committees. The HOD drafted a resolution on January 8th outlining 4 recommendations. The resolution was approved by the Board of Trustees on March 18th.
- Both Bob Wimmer and Ray Schulte are in the WEF/MA Relations Committee. The Committee plans to meet with MA's executive boards.
- The WEF E-News will highlight one MA in every issue. CWEA will be highlighted in the April issue.
- The WEFMAX schedule was discussed. Aaron Nelson approved representation of the following Board Members to the WEFMAX meetings:

<u>DATE</u>	<u>LOCATION</u>	<u>CWEA REP</u>
March 12-14	New York City, NY	Carrie DeSimone
March 19-21	Birmingham, AL	Ray Schulte
April 16-17	Omaha, NE	Craig Murray
April 23-25	Las Vegas, NV	Hiram Tanner/Carlos Espinosa
May 7-8	Halifax, Nova Scotia Canada	Tim Wolfe

13. President Elect Report – Hiram Tanner reported the following:

- Conference Planning is going well. Over 100 papers were submitted.
- Registration Package will be available on line (Activa) on 2/18.
- A trip to Ocean City is planned to finalize the location for the Ops Challenge competition.
- Awards Committee plans to meet next week – all nominations must be into CWEA by March 1st. An announcement was e-mailed to all CWEA Committee Chairs and Vice Chairs.
- Paresh Sanghavi indicated that WERF offered to assist with pre-conference sessions.

14. Vice President Report – Craig Murray reported

- There have been no suggestions from Board Members regarding paid staff. For now the Board will continue operating as is. Carrie DeSimone suggesting talking with CSAWWA about how they are dealing with paid staff. Russ Sharpe recommended considering a temp agency.

15. President Report – Aaron Nelson reported:

- Need nominations for next year's VP and MD Trustee. Selection must be made before the Annual Meeting.
- Karl Ott sent an e-mail this morning with existing Business Practice Manual documents, Budget Request Form, Expense Report Request Form. Board will review and discuss at the next meeting.
- Discussion ensued regarding budget preparation and approval. Budget for next year should be approved before the Annual Meeting.

16. Secretary Report – Carlos Espinosa reported that the minutes from last meeting were submitted for comments. **Having received no comments, Carlos proposed a motion to approve the minutes for the 12/04/08 meeting as written, second by Craig Murray, and approved by all.** The approved minutes for the 12/04/08 meeting have been posted on the CWEA website.

17. Treasurer Report – Tim Wolfe reported that as of the end of January 31, 2009:

- Checking account balance is \$48,733.07
- Savings account balance is \$27,141.73
- Kappe Fund balance is \$21,816.29
- Total Balance is \$97,691.09

18. Old Business:

- Laurie Perkins informed the Board that the CSC is meeting with Howard, Harford, and Frederick Counties on 3/31 to promote CWEA and encourage participation in the CSC by municipal employees. Laurie requested the Board to fund the lunch, which is estimated at \$150. Aaron Nelson approved the request. Russ Sharpe recommended that the lunch be paid with funds from the Membership Committee budget. Carrie DeSimone asked if there are plans to meet with counties in Delaware. Laurie replied that future meetings will include counties in Delaware.

19. New Business:

- Russ Sharpe informed the Board that there are about \$1,900 of unused Aactiva registration fees available that must be used by May 11th. These fees could be used for upcoming events (CSC/Water Reuse/Short Courses).

20. Next Board Meeting is scheduled for April 2nd at the Seneca WTP.

- **April 2nd – Seneca WWTP**
- June 10th – KCI, Hunt Valley
- July 16th – Anne Arundel County, Riva Road

21. Meeting adjourned at 10:40 AM.

Minutes Prepared by:



Carlos Espinosa, CWEA Secretary

Resolution Regarding the WEF-MA Relationship

Whereas, the Board of Trustees of the Water Environment Federation recognizes that Member Associations are an integral part of the success of the Water Environment Federation; and

Whereas, the Board of Trustees appreciates the work that the House of Delegates has done and continues to do to improve relations; and

Whereas, the Board of Trustees wishes to work with the House of Delegates to improve the relationship with Member Associations; and

Whereas, the Board of Trustees has taken into consideration the House of Delegates' recommendation for WEF to promote services and outreach and to help and support Member Associations and for WEF to evaluate the need for additional staff to provide these services.

Now Therefore, Be It Resolved, the Board of Trustees of the Water Environment Federation hereby approves the following approaches toward improving WEF's relationship with the Member Associations (MAs):

- Conduct an interactive workshop on the WEF-MA relationship at each WEFMAX meeting.
- Direct the Executive Director to implement a program to promote WEF programs and services currently available to MAs, to identify needs of the MAs, and to evaluate the level of staffing needed to enhance and expand programs and services to meet MA needs.
- Propose to the Speaker of the House of Delegates, that the House and Board conduct a joint webcast in June to improve communications.
- Authorize two Board of Trustees members to participate in the House's WEF-MA Relations Work Group conference calls.

Further, Be It Resolved, the Board of Trustees of the Water Environment Federation will continue to contemplate approaches for improving WEF's relationship with Member Associations and will continue to consider recommendations from the House of Delegates.

Approved – Board of Trustees
March 18, 2009