



2006-2007 GOVERNING BOARD AND OFFICERS

Bharat Desai, President
Alan Will, Past President
Karl Ott, President-Elect
Aaron Nelson, Vice President
Ray Schulte, Secretary
Bob Wimmer, Treasurer
Russ Sharpe, WEF Director
Sharon Cole, WEF Director
Craig Murray, Trustee/DE
Angie Essner, Trustee/MD
Muminu Badmus, Trustee/DC
Steve Lewis, PWO MA Representative

CWEA Board Meeting Minutes

Date: May 10, 2007, 1:00 PM to 4:30 PM.

Location: WSSC RGH Headquarters Offices, Laurel, MD

Attendees: Bharat Desai, DuPont Company
Karl Ott, Charles County
Aaron Nelson, URS
Russ Sharpe
Ray Schulte, KCI
Bob Wimmer, JMT
Clarence Beverhoudt, WSSC
Angie Essner, Greeley and Hansen
Al Will, JMT

I. CALL TO ORDER

- The meeting started at 1:00 PM on May 10, 2007.

II. ATTENDANCE

- See above.

III. Nominations for Slate of Officers for FY 2008

- A. The Nominations Committee does not yet have a nominee for DC Trustee. The Committee will continue to seek a nominee. If a DC Trustee nominee is identified and approved by Board vote prior to publication of the Joint-Conference brochure, the nominee's name will appear in the brochure. If a nominee is not selected the brochure will have a blank space for DC Trustee nominee, and a nomination will be made during the annual membership meeting during the Joint Conference.
- B. The Nominating Committee presented the following slate of nominees for FY 2008 Officers for approval vote by the current CWEA Officers:

Vice President	Hiram Tanner
Secretary	Tim Wolfe
Treasurer	Bob Wimmer
WEF Delegate	Ray Schulte
DC Trustee	(Open)

- C. A motion was made to approve the slate of nominees for FY 2008 Officers presented by the Nomination Committee, with approval for DC Trustee pending. The motion was seconded and approved by unanimous voice vote.

IV. Draft FY 2008 Budget

- A. A copy of the Draft FY 2008 Budget was distributed for review and comments.
- B. Several revisions were suggested and were incorporated into the Draft FY 2008 Budget. A copy of the revised Draft FY 2008 Budget is attached.
- C. A motion was made to approve the revised Draft FY 2008 Budget. The motion was seconded and approved by unanimous voice vote.
- D. The Final FY 2008 Budget will be voted for approval during the Board Meeting following the Joint Conference.

V. Newsletter

- A. Bob Wimmer was contacted by Rachel Ellis, editor of the CSAWWA newsletter, regarding a joint newsletter sponsored by WWOA, CWEA and CSAWWA.
- B. CSAWWA has been in discussion with a Canadian commercial publisher regarding publication of its newsletter. The publisher would solicit advertisers, and publish the newsletter with copy input provided by CSAWWA. The initial cost to CSAWWA would be approximately \$3,000 per issue, and should shift to a profit to CSAWWA in the future. The publication would be 32 to 36 pages. CSAWWA had not signed an agreement with the commercial publisher at the time of this meeting.
- C. Bob had discussed commercial publication with other MAs. He noted that the “deal” that a MA makes with a commercial publisher depends on how the MA goes about securing a commercial publisher. Bob learned that the best “deals” have been generally made when the MA makes an open solicitation for commercial publication services. Other MAs using this approach secured a profit starting with the first issue.

- D. There was general agreement that CWEA should pursue a joint publication with CWEA, using a commercial publisher.
- E. Bob will discuss with CSAWWA and WWOA issuing a request for proposals for a commercial publisher for a Tri-Association newsletter.
- F. The request for proposals will include separate requests for services for updating (re-formatting) the WWOA-CWEA web site and for publication of a monthly e-newsletter.
- G. CWEA will investigate a Tri-Association web site later.

VI. FY 2008 Tri-Association Conference

- A. Russ Sharpe reported on the progress of activities of the Tri-Association Conference, scheduled for 2008.
 - The conference will be held at the Ocean City Convention Center during the fourth week in August, 2008.
 - The next Tri-Association Conference, after 2008, will be in 2010. This will allow time to assess the success of the Tri-Conference at the new venue.
 - The three Associations are working towards a yearly Tri-Association Conference starting in 2010.
 - For the 2008 Tri-Association Conference, the profit split will follow the formula agreed upon for the 2006 conference, with \$21,000 to CSAWWA and \$13,000 each to WWOA and CWEA. Any additional profit will be split evenly among the three Associations.
 - For the 2008 conference, contracted staff charges for registration and credit card costs will be conference costs, and will not be charged through the accounts of any Association.
 - The 2004 Tri-con MOU will be reviewed by the 2008 Tri-Association Conference Committee for validity for the 2008 and future conferences.
- B. A motion was made to approve payment of up to \$1,000 as CWEA's share of the deposit for the Ocean City Convention Center for the 2008 Tri-Conference. The motion was seconded and approved by unanimous voice vote.
- C. Bharat Desai approved a change to make the Tri-Association Conference Committee a CWEA standing Committee.

