

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: July 16, 2009
Location: Anne Arundel County – Riva Road

1. Aaron Nelson called meeting to order at 09:40 AM.

2. Attendance:

Aaron Nelson	Paresh Sanghavi	Angela Essner	Carlos Espinosa
Tim Wolfe	Carrie DeSimone	Ray Schulte	Clarence Beverhoudt
Sharon Cole	Karl Ott	Robert Beringer	Russ Sharpe
Hiram Tanner	Jon Doane	Ted DeBoda	Paresh Sanghavi

3. Slate for next year's Board members:

- Karl Ott explained that there are several nominees for two Board vacancies for next year: Maryland Trustee - Kraig Moodie and Janine Yieh, and Vice President - Paresh Sanghavi and Ted DeBoda.
- Karl Ott went on to suggest that the general membership should vote on these nominees at the annual meeting. A discussion ensued regarding different options, with most Board members favoring that the general membership select on individual from the slate of nominees by voting at the annual meeting.
- Carlos Espinosa informed the Board that he spoke with Laurie Perkins and learned that Laurie is interested in stepping up to the Board from the Collection System Committee Chair and be considered for Maryland Trustee.

Motion: Carlos brought a motion to add Laurie Perkins to the nominees for Maryland Trustees. The motion was second by Angie Esnner and was approved unanimously.

- Ray Schulte suggested that each nominee provides a brief description of their experience and qualifications, which could be mailed to the general membership, and be given a brief opportunity to speak to the membership at the annual meeting.

Motion: Karl Ott brought a motion to proceed with mailing information to the general membership for voting on the slate of nominees at the annual meeting. The motion was second by Angie Esnner and was approved unanimously.

4. Vacant Committee Chairs – A number of Committee Chairs are currently vacant including Public Education, Membership, O&M, Awards, and Spring Meeting. The Board considered the need to develop job descriptions for each Committee Chair. A discussion ensued regarding potential nominees for the vacant Committee Chairs.
5. WEF Database – WEF has requested 12 MAs, including Chesapeake, to participate in the development of a new membership database. Hiram Tanner and Karl Ott volunteered to represent Chesapeake.
6. Joint Conference (September 1-4) – Hiram Tanner and Russ Sharpe reported:
 - Deadline for reserving rooms at the Clarion at the conference rate of \$165/night is August 6th.
 - As of July 16th there are 75 exhibitors registered and only 4 exhibitor spots left.
 - The Pre-Conference Workshop is on Asset Management. Workshop will include a panel of industry experts.
 - There are 87 technical presentations, all approved for TREs.
 - Eight (8) teams participating in the Ops Challenge.
 - An e-mail was sent informing the general membership that registration is open, both online and by mail. Mail-in registration will be acceptable through August 21st. Only on-line registration after August 21st.
 - CWEA Annual Business Meeting is scheduled for Wednesday, 11:30 am until 1:00 pm.
 - There will be no Committee Fair this year. Instead there will be a complementary lunch in the exhibit hall.
 - Conference brochures were delivered to the “mailing house” yesterday.
7. 2010 Tri-Association Meeting – Aaron Nelson and Russ Sharpe reported:
 - Call for Papers announcement will be send out soon.
 - Tri-Conference will be at the Ocean City Convention Center (OCCC). Angela Borders is in the process of negotiating the contract with the OCCC.
8. Tri-Association - Aaron Nelson explained that CSAWWA is considering having a joint publication with WWOA and CWEA. There seems to be a need to create a permanent Tri-Association Entity, sort of like an “umbrella” organization. Aaron suggested getting legal advice from Sandra Pfau Englund. Further discussion ensued.
9. Committee Reports:
 - Delaware Trustee – Carrie DeSimore:
 - Young Professionals (YP) have an event at the ball park later this month.
 - Joint Conference information made the deadline for inclusion in the Ecoletter.

- Lee Tanner is considering assuming the Chair of the Public Education Committee.
 - The use of Kappe funds for small utility operators to participate in CWEA activities (such as training or attending conferences) was discussed. An Ad Hoc Committee will review the use of funds currently in the Kappe Fund. The committee will include Angie Essner, Carrie DeSimone, and Bob Beringer.
- Maryland Trustee – Angela Essner reported:
- Work to revamp the CWEA/WWOA website continues. WWOA is on board with the plan to overhaul the website, which includes bringing outside consultant Heritage Internet Technologies (HIT) working closely with Anthony Rocco.

Motion: Angela Essner brought a motion to authorize contracting the services of HIT for a budget of approximately \$1,500 for the overhaul of the CWEA/WWOA Website. The motion was second by Carlos Espinosa and was approved unanimously.

- Paresh Sanghavi reported that the Biosolids Conference on June 16th at the Back River WWTP was a success.
- Vice President Reported – Craig Murray reported:
- There has been very little activity in the Industrial Pre-Treatment Committee, and the Board should consider sun setting this committee until there is more interest.

Motion: Craig Murray brought a motion to sun set the Industrial Pre-Treatment Committee until there is more interest for such committee. The motion was second by Angie Esnner and was approved unanimously.

- Lab Practice Committee – Clarence Beverhoudt reported that Marlene Patillo’s son has agreed to accept the Lab Practice Award posthumously to be awarded at the Joint Conference annual business meeting.

10. Membership Drive – A discussion ensued regarding the purchase of giveaways for committee meetings and conferences and for new members. The Board agreed to go ahead and purchase items such as pens, badge holders, and note-pads with the CWEA logo. Carrie DeSimone suggested giving new members a welcome package including these items.

11. Budget – Tim Wolfe reported the following account balances:

- Checking - \$27,171.26
- Savings – \$32,687.17
- Kappe Fund – Approximately \$22,000.00

12. Secretary Report – Carlos Espinosa submitted minutes of the April 2nd and the June 16th meetings. No comments have been received.

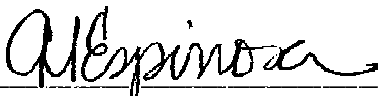
Motion: Carlos Espinosa brought a motion to approve the minutes from the April 2nd and June 16th Board Meetings. The motion was second by Tim Wolfe and was approved unanimously.

13. Delegate Reports:

- Ray Schulte informed the Board that he will attend the upcoming House of Delegates Meeting on October 10th. Jon Doane will attend as well.
- Jon Doane reported that at the May 28th conference call he requested guidance from WEF for joining CWEA/CSAWWA. He has not received anything yet.
- Jon Doane is coordinating a dinner and a gift for Bjorn Euler during the Joint Conference.
- Jon Doane is helping coordinate the Collection System Pre-Conference for 2009 WEFTEC.

14. Meeting adjourned at 12:27 PM

Minutes Prepared by:



Carlos Espinosa, CWEA Secretary