



2010-2011 GOVERNING BOARD AND OFFICERS

Craig Murray - President	Carrie DeSimone - DE Trustee
Ted DeBoda - President Elect	Laurie Perkins - MD Trustee
Bob Beringer - Vice President	Chein-Chi Chang - DC Trustee
Hiram Tanner - Past-President	Jon Doane - WEF Delegate
Carlos Espinosa - Secretary	Al Will - WEF Delegate
Timothy Wolfe - Treasurer	Sam Amad - PWO Representative

CWEA Board Meeting Minutes

Thursday, December 16, 2010, 9:30 a.m. – Noon, WSSC, 14501 Sweitzer Lane, Laurel MD 20707
Room LL-120, Dial-in Number: 1-877-521-8687 Conference ID: 2645693

CWEA 2010-2011 Objective: PARTICIPATION

Attendance:

Craig Murray	Hiram Tanner	Carlos Espinosa
Ted DeBoda	Bob Beringer	Akshay Kumar
Al Will	Laurie Perkins	Jeff Cantwell
Sam Amad	Kraig Moodie	Tiffany Bain
Clarence Beverhoudt	Janine Yieh	

Call-In Attendance:

Paul Sayan	Tim Wolfe	Ann Baugher
Karl Ott		

Call To Order by CWEA President Craig Murray at 9:42 a.m.

1. CWEA 2011 Budget presentation, discussion and adoption – Tim Wolfe

Tim Wolfe presented the proposed 2011 budget stating only four (4) committees' submitted budgets and 2011 revenues are derived from the annual conference and through membership. Concerns were expressed regarding the **Ecoletter** income payments. Mr. Wolfe asked the Administrator to investigate. At the time of this board meeting, a response had not yet been received. Tim Wolfe justified numerous categories to attendees. Board discussion followed regarding:

Sample template designed for assisting Committee Chairs in submitting proposed budgets along with information on understanding the budget process;

- Laurie Perkins to check if additional website funding needed in 2011 and report back to Tim Wolfe;
- Key design line item that Hiram Tanner included will remain but not funded for 2011, per Craig Murray;
- Remove \$2,500.00 President's Fund income for 2011;
- Create line item for Administrator contract services under Treasurer's budget as well as Legal services due to moving forward with 501.c.3 designation;

- Treasurer to review travel appropriation monies and discrepancies with suggestion to show breakdown i.e. WEFTEC, WEFMAX, etc. within line item/category; and
- Possibly WEFTEC under budget since DC Water paid for Centrifugal Force. Will be up to board to resolve and decision for 2011 payment;
- Sunsetting Industrial Practice budget; however, added Stormwater committee. Anticipation of zero needs with income to offset expenses for 2011 seminars;
- Public Education has a line item;
- Government Affairs is planning for two seminars in 2011 and need \$2,000. In their budget;
- Concern over many not submitting budgets and will review if allocation of funding for those not submitting budgets will be considered or not;
- CWEA budget each year in the past has basically been that of income equals expenses;
- 990 form filed each year by CWEA;
- Items in various categories versus others, including where to list with review of totals to be done by Tim Wolfe.

Discussion ensued on zero or flat budget versus if intentions on pulling from Reserves; need for each committee to review their numbers and consider charging more for events. Even though CWEA is a not-for-profit, CWEA cannot grow organizationally by continually presenting training without netting profit to grow CWEA; possibility of Committee Chairs not totally understanding the budget process and what is expected of them within their submittal; trustees responsibility to contact their Chairs and review respective committee budgets prior to submittal; and summarizing with all committees not submitting budgets should be contacted and praise to board given that collectively, each year “all” are getting better in the budget process.

The CWEA 2011 Budget adoption vote was tabled until after Craig Murray meets with Tim Wolfe to finalize Board expressed items within proposed budget are resolved, as stated above.

2. WEFMAX Attendees

WEFMAX Meetings			
2011 DATES	MA HOST	LOCATION	CWEA ATTENDEE(S)
March 17-18	New Jersey WEA	Atlantic City	Bob Beringer, Laurie Perkins first choice, and possibly Ann Baugher
April 14-16	Kentucky-Tennessee WEA	Louisville	Janine Yieh, possibly Jon Doane here pending his schedule; Craig to attend this WEFMAX or wherever a void needing filled, location wise
April 28-29	Iowa WEA	Davenport	Laurie Perkins second choice
May 19-20	British Columbia WWA	Vancouver	Ted DeBoda w/one-way covered by his employer, Al Will

3. Website update

New website up and running with many having tested the site. Remaining issues with the new site to be sent to Anthony Rocco, Webmaster. **New website address is: www.woa-cwea.com.**

Shelley Pitter working on CWEA presence on Social Media sites ~ **FACEBOOK** and **twitter**

Board expressed importance of keeping calendars current, including receiving photos for placement on CWEA website and Social Media websites.

4. Attendee List to Vendors?

Craig Murray reviewed with the Board the results of a poll taken through MA links on other MAs sharing attendee lists with vendors. Feedback results consistent with furnishing, upon request, attendee names, their company affiliation and address. NO e-mail or phone numbers to be supplied.

Discussion regarding other MAs furnishing pre-registration lists to vendors; capability of on-line registration report downloads with decision of committees to furnish attendees lists.

Universal policy decision made by CWEA board to give out attendee lists, upon request.

5. Other MA's "joint" events MOUs/entity

Also polled by MAs resulting in most do not have a separate entity. When joint conferences are held, agreement is through an MOU (Memo of Understanding).

Board in agreement on checking with CWEA's attorney regarding liability going forth since an MOU has been executed between WWOA/CSAWWA/CWEA for Tri-Association Conferences, annually, through 2014.

First focus will be on the formation of a Tri-Con entity before consideration is given in moving forward to the possibility of a "joint" magazine to include all three (3) associations.

COMMITTEE REPORTS

1. Delaware Trustee (Carrie DeSimone)

Committee	Chair	2010-2011 Interaction	Attend?
Publications	Cynthia Lane		
Public Education	Shelley Pitter	Launched twitter & facebook	
Student Activities	Janine Yieh	Career Fair, Student Paper Competition	
Water for People	Carrie DeSimone		
Young Professionals	Beth Blair	YP Tech Presentation and Happy Hour affiliated with	

		Student Career Day 2/18/11 jointly with CSAWWA YP Chair	
Membership	Muminu Badmus		

- a. Student Activities (Janine Yieh) – Career Fair February 18, 2011. Let Janine Yieh know if wish to volunteer. Looking at Washington Aqueduct for a location. Anticipate good showing.

2. Maryland Trustee (Laurie Perkins)

Committee	Chair	2010-2011 Interaction	Attend?
Biosolids/Residuals	Peter Thomson		
Collection Systems	Kraig Moodie	April 2011 Seminar	
Stormwater	Jeff Cantwell	October 2010 Seminar May 2011 WQ Seminar	
Website	Anthony Rocco	New website launched.	
Water Reuse	Tiffany Bain	Joint event at Spring Meeting	
Technical Education	Eric Coates	October 2010 Seminar	

- a. Collection System (Kraig Moodie) – Include certified training teams at 2011 OC Tri-Con, next seminar will be April 7th
- b. Stormwater (Jeff Cantwell) – May 17, 2011 is the date for a seminar on Water Quality & Remediation Issues Around the Bay at MITAGS
- c. Website (Anthony Rocco) – Covered under **Item 3** by Craig Murray
- d. Water Reuse (Tiffany Bain) – Joint event incorporated into Spring Meeting on May 12, 2011 at MITAGS

3. DC Trustee (Chein-Chi Chang)

Committee	Chair	2010-2011 Interaction	Attend?
Plant O&M	Akshay Kumar	October 2010 FOG Seminar	
Safety	Sorin Schwartz		
Laboratory	Clarence Beverhoudt	Planning joint meeting w/MELA in 2011	
Spring Meeting	Joan Fernandez	Scheduled for 5-12-11 joint w/CSAWWA	
Short Course	Wayne Reed		

- a. Plant O&M (Akshay Kumar) – Good attendance at FOG, looking to have another seminar in 2011
- b. Safety (Sorin Schwartz) – WEF updating manual. Looking for chapter authors and comments. Need to be included in the January **e-CWEA News**
- c. Laboratory (Clarence Beverhoudt) – Met in September and working on joint meeting with MELA in early 2011; next committee meeting to be held in February or March 2011; WSSC newsletter distributed to the Board with copy sent to the CWEA Administrator

- d. Spring Meeting (Joan Fernandez) – MITAGS changed to May 12, 2011; with CWEA/CSAWWA Spring Meeting committees together with Water Reuse and Small Systems committee; still brainstorming on theme and amount of tracks
- e. Short Course (Wayne Reed) – Ted DeBoda to take some CWEA Short Course training sessions and submit them for “certification” as “on-line” courses

4. President-Elect (Ted DeBoda)

Committee	Chair	2010-2011 Interaction	Attend?
Awards	Carlos Espinosa	Schedule & nomination process sent to members requesting potential nominees	
Conference (Tri-Asso.)	Four (4) CWEA reps	Tech papers submittal online through <i>Precis</i>	
TRE	Gary Wagner		

- a. Awards (Carlos Espinosa) – Searching WEF’s website for potential awards, national and local, including some not awarded previously. WEF’s deadline is 8 weeks prior to annual conference. Nomination deadline dates to be sent to board.
- b. Conference (Tri-Association) (Ted DeBoda) - Announced 2011 Tri-Con to be held August 30 - September 2, 2011; with Princess Bayside as “host” hotel. Selected due to proximity to Convention Center and cost of \$89.00 a night; technical presentations submittals is “live” through online company known as *Precis*; and technical paper deadline is 2-15-11

c. CWEA serving as 2012 WEFMAX hosts

CWEA will begin soliciting volunteers for serving on this committee in preparation of hosting this 2012 event. Laurie Perkins volunteered to assist Ted DeBoda and serve on this committee. Ted DeBoda will prepare an invitation and invite volunteers to attend the February 10, 2011 board meeting. Information from WEF was e-mailed to Ted DeBoda and Laurie Perkins to assist the 2012 WEFMAX “CWEA host” committee.

Craig Murray to work with Al Will on putting together some items for CWEA to present at WEFMAX and to include presenting CWEA’s challenges in hopes of getting feedback and ideas from other MAs.

5. Vice President (Bob Beringer)

Committee	Chair	2010-2011 Interaction	Attend?
WERF Liaison	Paresh Sanghavi		
Government Affairs	Paul Sayan	Planning two 2011 seminars	
MAMWA Liaison	Angela Essner		

- a. Government Affairs (Paul Sayan) – Plans for two (2) seminars in 2011; looking for a sponsor

6. Secretary Report (Carlos Espinosa)

(continued on next page)

Motion No. 35-10 to approve the September 3, 2010 and October 21, 2010 Board Minutes, as proposed, was made by Carlos Espinosa, seconded by Laurie Perkins. Motion carried.

7. Treasurer’s Report (Tim Wolfe)

Tim Wolfe reported the 2010 Tri-Association Conference net proceeds to each association was \$ 32,960.00. Current balance in checking account \$ 29,683.22; Savings Account balance \$ 9,605.96; with \$21,880.00 in the Kappe Fund

8. Delegate’s Report(s)

a. **Delegate Alan Will** – will begin working on the information Ann Baugher has submitted to WEF on the recent “mapping” of national and local committees

SCHEDULE OF EVENTS

Date	Event/Location	Organization	Contact
February 10, 2011	DC Water Bryant St. Pump Station, Washington, DC	CWEA Board Meeting	Craig Murray
February 15, 2011 @ 11:59 PM	Tri-Association Call For Papers deadline	Tri-Association Conference	Ted DeBoda
February 18, 2011	Water & Wastewater Career Fair – Washington Aqueduct	CWEA/CSAWWA	Janine Yieh
April 4-5, 2011	Washington - Annual Fly-In, Washington, DC	Joint with WEF/AWWA	Government Affairs
April 7, 2011	Luncheon	Collection Systems Committee	Kraig Moodie
April 14, 2011	Location TBD	CWEA Board Meeting	Craig Murray
May 12, 2011	Spring Meeting – date set at MITAGS	CSAWWA/CWEA	Joan Fernandez
May 17, 2011	Water Quality & Remediation Issues Around the Bay Seminar at MITAGS	Stormwater Committee	Jeff Cantwell

Date	Event/Location	Organization	Contact
June 5-10, 2011	62 nd Annual Short Course Mt. St. Mary's, Emmitsburg, MD	CWEA/CSAWWA/WWOA	Wayne Reed
June 16, 2011	WSSC Parkway WWTP	CWEA Board Meeting	Craig Murray
August 30, 2011 – September 2, 2011	Tri-Association Conference, Ocean City, MD	Tri-Con	Angela Perry-Borders, Tri- Association Chair

UNFINISHED/NEW BUSINESS

1. Hiram Tanner announced he had the opportunity to talk about water on behalf of CWEA recently on the Emerald Planet.
2. Craig Murray to attend a WSSC board meeting to announce and recognize Jerry Johnson as the recipient of the 2010 Public Official Award.
3. Progress being made on CWEA's conversion from a 501.c.6 to a 501.c.3.

BOARD MEETING SCHEDULE FOR REMAINDER OF YEAR

Date	Tentative Location
2/10/11 (Thurs)	Bryant St. PS, DC
4/14/11 (Thurs)	TBD (DE or Northern MD)
6/16/11 (Thurs)	Parkway WWTP

ADJOURN – Meeting adjourned at 12:03 pm