



## CWEA Board Meeting Minutes

Friday, August 31, 2012 Noon Luncheon  
Roland Powell Convention Center, Room 213, Ocean City, MD  
Call-In Number: 1-800-444-2801; Code: 1085414

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### CWEA 2012 forward – **CWEA Strategic Plan and Business Practices**

#### Attendance:

Bob Beringer	Ted DeBoda	Chris Browning
Jane Bayer	Kraig Moodie	Jeff Cantwell
Hiram Tanner	Paul Sayan	Paul Hlavinka
Burt Curry	Al Will	Cheryl Paulin
Chein-Chi Chang	Sorin Schwartz	

**Not in Attendance:** Ann Baugher, Tim Wolfe

#### 1. Call to Order by CWEA President Bob Beringer at 12:00 pm, August 31, 2012.

- a) President Beringer on year ahead
  - i. Trustees will communicate with Committee Chairs to achieve goals
  - ii. Get to know and support CWEA's Committee Chairs, they are the foundation of CWEA
  - iii. Event cost/revenues
  - iv. Published member list

#### 2. 2012 – 2013 Timeline – Coordinating Meetings – Strategic Planning, Media, Executive Committee, Others - held quarterly

#### 3. COMMITTEE REPORTS

##### a) Delaware Trustee (Jeff Cantwell) - MEDIA

- 1) **Publications** – report submitted by Kristi Perri, P.E., BCEE, highlights of that report include:
  - i. Each association realized, though minimal, a return on advertising revenue from the **Ecoletter**
  - ii. **Ecoletter** submission dates and target publication mailings contained in the Schedule of Events (within these minutes), located before “unfinished business”. Spring issue to focus on the Collection Systems.
  - iii. CWEA Member Directory - After discussion regarding publishing the CWEA Member Directory on the directory's purpose, driving membership, reference, and with choice to opt-out, a motion was introduced.

**Motion No. 67-12:** Motion by Kraig Moodie, seconded by Paul Sayan, to create and publish a CWEA Directory, separate from the **Ecoletter** to contain member name, emails, and phone numbers with an opportunity to “opt-out”. Two (2) opposed, motion carried.

- iv. Jeff showed meeting attendees the Golden Raindrop pin, and presented a pin to Paul Hlavinka.

**b) Maryland Trustee (Paul Sayan) – TRAINING**

- 1) **Biosolids/Residuals** – Scott Weikert, new Committee Chair
- 2) **Collection Systems** – John Fletcher, new Committee Chair
  - a. Thursday, November 8, 2012, seminar, MITAGS, “It All Starts with the Laterals”, “CSC Plans for 2013 include EPA’s Integrated Planning Framework.
- 3) **Plant O&M** – Jasvir Grewal, new Committee Chair
- 4) **Short Course** – Short Course committee notified Past President Ted DeBoda the CWEA appointed representatives for 2012-2013 to the Short Course Committee would not be accepted as they choose their own Short Course committee members. **[Motion 62-12 from the June 26, 2012 board meeting appointed: Wayne Reed, Scott Harmon, Noelle Anuszkiewicz, Bill Farrell and Aaron Hughes]**
- 5) **Stormwater** –
  - a. WEF hosted the first National Stormwater Symposium, July 18 - 20, 2012, Baltimore, MD. CWEA realized \$3,216.00 of revenue-sharing with our partnership with WEF on this inaugural Stormwater Symposium.
  - b. “Forecasting Stormwater Issues” seminar, to be held on the 40<sup>th</sup> anniversary of the “Clean Water Act”, October 18, 2012 at the F. Scott Fitzgerald Theater, Rockville, MD

**c) DC Trustee (Chein-Chi Chang) - MEMBERSHIP**

- 1) **Charity Events** – Eric Held, new Committee Chair. 2013 committee focus will be on making recommendations as to where monies will go
- 2) **Membership** – Ed Mauldin, new Committee Chair (Scott Shipe taking over Government Affairs)
- 3) **Student Activities** – Meredith Welle awarded the Student Paper plaque during the 2012 Tri-Association Conference Awards Ceremony. AI Will to obtain dates on 2013 Student Paper deadline. update
- 4) **Young Professionals** – looking to offer a course on ethics, an Engineer renewal requirement in the near future
- 5) **Spring Meeting** – date to be determined

**d) President-Elect (Burt Curry)**

- 1) **Awards** – WEF awards are due April 1<sup>st</sup>, 2013, Burt needs biography of nominee for the awards; will again use Dropbox due to size to email. Chein-Chi will assist Hiram with awards in 2013. Attendees encouraged to think of members to submit for WEF and CWEA awards.

**e) Vice President (Tim Wolfe)**

- 1) **Government Affairs** – Scott Shipe, new Committee Chair
- 2) **MAMWA Liaison** – Angela Essner, new Committee Chair

**f) President (Bob Beringer)**

- 1) **Bylaws and Directory** –Awaiting update from attorney, on CWEA from a 501(c)(6) to a 501(c)(3), a tax-exempt non-profit.
- 2) **Budget/Finance** – A “reserves” account within QuickBooks has been set up for adding a minimum of \$5,000.00 a year until such time as ½ year of expenses are accumulated as agreed upon by the Executive Committee on August 13, 2012. Past President DeBoda to provide a budget with those responsible named and the income and expenses will be reviewed monthly.
- 3) **Chesapeake Tri-Association update** – Ted DeBoda briefed the Board the Chesapeake Tri-Association Conference, Inc. is now a corporation and will incorporate three directors with each association responsible for appointing their individual to serve in this capacity. The main function of the three (3) directors will be to facilitate finances and facilitate appropriate business practices. Sandra Pfau Englund has been retained as legal counsel, to assist in items remaining, which include drafting Bylaws, etc. A face-to-face meeting was held in DC, July 13, 2012 to answer questions, as how often the board needs to meet, and administrative responsibilities. Each association has equally shared in formation costs. The new entity name is, **Chesapeake Tri-Association, Incorporated**. A new checking account will be set up, taken out from under the CSAWWA umbrella, when appropriately advised by Attorney Englund.

**Motion No. 68-12:** Motion made by Paul Sayan, seconded by Jeff Cantwell, appointing Ted DeBoda as CWEA’s Director to the Chesapeake Tri-Association, Inc. and continue as Director until the 2013 post-Chesapeake Tri-Association Conference and re-evaluate each year at this time. Motion carried.

- 4) **WEFTEC** – 2013 to be discussed at a future board meeting. Plan is to host a reception at WEFTEC 2013.

**4. SECRETARY REPORT (Kraig Moodie)**

- a. Kraig Moodie presented the June 26, 2012 Minutes for adoption.

**Motion No. 69-12:** Motion made by Kraig Moodie, seconded by Chein-Chi Chang, to approve the June 26, 2012, Minutes, as presented with comments incorporated. Motion carried with minutes to be posted to the CWEA website.

**5. TREASURER’S REPORT (Tim Wolfe-not present)**

- a. Checking Account balance \$ 42,242.21
- b. Savings Account balance \$ 68,630.56
- c. Attendees asked to submit reimbursement submittals in a timely fashion, with particular attention to year end and cash checks promptly

**6. DELEGATE’S REPORT(S)**

1. **AI Will** – Thanked Visiting Officer, Chris Browning, for attending our annual meeting as our guest. President Beringer also thanked Mr. Browning and being a part of the conference.
2. **Hiram Tanner** – offered DC Water for potential board meeting location

### SCHEDULE OF EVENTS

September 19, 2012	Fall issue	<i>Ecoletter</i> deadline	Kristi Perri and Joan Fernandez
September 29 – October 3, 2012	New Orleans, LA	2012 WEFTEC	<a href="http://wef.org">wef.org</a>
October 18, 2012	Stormwater Seminar, Rockville, MD	CWEA Stormwater Committee	Paul Hlavinka
November 8, 2012	MITAGS	Collection Systems Committee Seminar	John Fletcher
November 15, 2012	CWEA Board Meeting – Howard County	CWEA	Kraig Moodie
January 2, 2013	Winter 2013 issue	<i>Ecoletter</i> deadline	Kristi Perri and Joan Fernandez
February 7, 2013	CWEA Board Meeting – KCI	CWEA	Kraig Moodie
March 10-13, 2013	YP Summit, Glendale Arizona	YP	CWEA Board
March 13, 2013	Spring issue	<i>Ecoletter</i> deadline	Kristi Perri & Joan Fernandez
April 11, 2013	CWEA Board Meeting - NASSCO	CWEA	Kraig Moodie
April 17-18, 2013	Joint WEF/AWWA Fly-In	Gov't Affairs	GA Committee Chair
June 2-7, 2013	2013 64 <sup>th</sup> Short Course/Mt. St. Mary's	Short Course Committee	CWEA Short Course Representatives

June 5, 2013	Summer issue	<i>Ecoletter</i> deadline	Kristi Perri & Joan Fernandez
July 11, 2013	CWEA Board Meeting – Howard County Utilities	CWEA	Kraig Moodie
August 27-30, 2013	Chesapeake Tri-Association Conference/Ocean City, MD	Chesapeake Tri-Association Committee	Chesapeake Tri-Association Committee
August 30, 2013	CWEA Board Meeting/Roland Powell Convention Center, Room 213, Ocean City, MD	CWEA	Kraig Moodie
September 18, 2013	Fall 2013 issue	<i>Ecoletter</i> deadline	Kristi Perri & Joan Fernandez

**UNFINISHED BUSINESS**

- a. **Status on partnering with Federal WEA for a joint luncheon/event** - Charles Glass has taken over for Adam Krantz with Federal WEA and has requested CWEA’s support of a scholarship program. Chris Browning recommended CWEA partnering for joint functions.
- b. **Tri-Association Conference update** - CWEA 2013 Chesapeake Tri-Association Conference representatives – due to heavy workload, Rob Kershner, appointed at the June 26, 2012 board meeting as one of the CWEA voting members, has withdrawn.

**Motion No. 70-12:** Motion made by Ted DeBoda, seconded by Chein-Chi Chang, to replace Rob Kershner with Al Will as a CWEA voting member to the Chesapeake Tri-Association Conference 2013 Committee. Motion carried.

**NEW BUSINESS**

- a. **WEF/AWWA Collaboration** – Bob Beringer will advise CWEA as joint committee progress materializes.

**ANNOUNCEMENTS**

Next meeting, Thursday, November 15, 2012, Howard County DPW.

**ADJOURN** – Meeting adjourned at 1:45 pm.

Respectfully submitted,

Cheryl Paulin & Ann Baugher  
CWEA Assistant Administrator & Administrator

Submitted by Administrator to Secretary and President for Review and Comment: 9/30/12
Submitted to the Board for adoption review: 10/ /12
Edited and Printed: 10/ /12

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