

WISCONSIN WASTEWATER OPERATORS' ASSOCIATION, INC
Board of Directors Meeting
Monday October 3, 2005 and Tuesday October 4, 2005
Regency Suites Hotel, Green Bay, WI.

President Tim Nennig called the meeting to order at 1:00 PM Monday October 3, 2005. Roll call was taken by WWOA Executive Secretary Richard McKee. All Board members were present except John Bond who was excused absent on Monday afternoon however attended on Tuesday morning. Pete Conine arrived later Monday afternoon.

Also present on Monday afternoon was Dan Busch, **CLARIFIER** Editor. Exhibit Committee Chairperson Carol Strackbein sat in on the Board meeting Tuesday morning.

The minutes of the August 23, 2005 meeting were reviewed. President Nennig asked for any Board member comments regarding the minutes as presented. Herwig made a motion to approve the minutes as presented. Bartel seconded the motion. Motion carried.

McKee presented the Financial Statement for Board review and approval. McKee reported that as of August 31, 2005, the WWOA had \$162,487.26 in revenues and \$153,225.22 in expenditures with excess revenues over expenditures totaling \$9,262.04. McKee reminded the Board that this was an audited Financial Statement. Herwig made a motion to approve the audited Financial Statement as presented. Marshall seconded the motion. Motion carried.

McKee presented the vouchers for Board review and approval. After a brief discussion and some voucher clarifications, Herwig made a motion to approve the vouchers as presented. Thalke seconded the motion. Motion carried.

COMMITTEE REPORTS

NOMINATIONS-Herwig reported the WWOA will have four positions to be filled this year, three 2-year Directorships and one 1-year Directorship providing Thalke is elected to the Vice President position. Herwig received four nominations for the Director positions: Dan Tomaro, Randall Thater, John Bond and Bruce Bartel. The candidates for office are President-Elect Kay Marshall and Vice-President Jim Thalke.

Herwig commented it was his opinion that prior to the election of officers, either President Nennig or whoever he may want to delegate, should make mention the importance of the continuity of service that the individuals running for the Board need to consider. A discussion ensued. The Board concurred and President Nennig stated he would make mention of the continuity of service and its significance in overall Board activities prior to the Board elections.

PROMOTIONS-Carlson reported to the Board that the Promotions Committee has \$5,378.21 worth of inventory on hand. Carlson suggested possibly reducing the price on some of the older inventory. A discussion ensued. Kruzick made a motion to reduce prices across the board by 50% on the older inventory and directed Carlson and Bond to decide what items

should be reduced and make those items available throughout the run of this year's Conference. Marshall seconded the motion. Motion carried.

MEMBERSHIP- McKee reported the WWOA currently has a total of 2051 members, which includes a total of 234 Lifetime members and 54 Retirees.

SCHOLARSHIP-Conine informed the Board this year's \$1000.00 4-year scholarship recipient is Sara Driver; daughter of WWOA member James Driver. Conine stated he had received no applications for tuition aid.

EXECUTIVE COMMITTEE-President Nennig presented the Board with a brief summary of the major items of concern that were addressed by the Executive Committee members and the full Board of Directors.

CLARIFIER-Dan Busch provided the Board with **CLARIFIER** quotes for printing the **CLARIFIER** on a glossier and heavier paper stock. President Nennig asked for some direction from the Board. A brief discussion ensued. Busch will contact Sun Printing with some options and e-mail the Board.

Busch commented he has received numerous requests for color ads throughout the publication.

Busch also provided the Board with costs to organize, format and prepare the **CLARIFIER** for printing for future consideration.

Busch commented it has been some time since advertising rates have been looked at and adjusted. He suggested that the Board may wish to consider evaluating the need for a price adjustment and announce any changes by June of 2006 and make them effective with the start of the new fiscal year in 2006.

CAREER DEVELOPMENT-President Nennig commented this past year the Career Development Committee was headed-up by President-Elect Tom Kruzick and himself. President Nennig stated there should be more than sufficient funds to cover the costs of attending some career fairs and purchase additional wastewater career related handouts and materials for restocking and updating the WWOA display board.

President Nennig informed the Board that while attending the Minnesota Wastewater Operators Association Annual Conference this past July, he had learned through discussions with individuals that student interest in wastewater career training opportunities in Minnesota remained very high. The Minnesota wastewater programs at Vermillion Community College and at St. Cloud Technical College actually had waiting lists of interested program students this year.

President Nennig questioned why this is happening and what is drawing students to the wastewater industry in Minnesota and why the decline in student interest in the wastewater program offerings in Wisconsin?

President Nennig stated he has assembled some 40-50 individual wastewater career information packets for distribution at the Conference. He stated that the purpose for these packets was to provide an opportunity for attendees to take a packet of materials back home with them and share the materials with their local high school guidance office.

AWARDS-Kruzick provided the Board with a list of the annual WWOA award recipients.

President Nennig thanked Herwig on behalf of the WWOA for graciously donating a stand to hold the Past-President plaque for the display board.

OPERATOR TRAINING-Carlson informed the Board throughout the past year he has assisted Jack Saltes of the WDNR in coordination of eCMAR training that was conducted at treatment plants having internet access.

Carlson commented the Operator Training Committee provided one training seminar this year, "Sampling and Flow Monitoring for Wastewater Treatment Operators". The seminar was well received and may be provided again in 2006.

DIRECTORY-McKee commented that the new 2005/2006 directories will be available at the Conference registration area.

PUBLICITY-President Nennig explained to the Board the PR packets that are handed out to the award winners.

REGIONAL COORDINATOR-Conine distributed copies of the agenda for the Regional Officer's Meeting and copies of the Regional Newsletter.

GOVERNMENT AFFAIRS-Thalke informed the Board this is the 20th anniversary of Government Affairs.

BIOSOLIDS SYMPOSIUM-President Nennig provided the Board with a description of the WWOA Biosolids Symposium Committee for review and comment. President Nennig would like this in the policy book by the December Board meeting.

Kruzick commented he attended the Biosolids Symposium meeting held at the Nine Springs facility in Madison. Kruzick provided the Board with a copy of the itinerary for the symposium. The Biosolids Symposium is scheduled for March 21, 2006 in Stevens Point. The operator forum will be a new concept where the committee will attempt to obtain case histories from 5 or 6 different facilities where particular problems or success has been developed.

LIAISON-Thalke stated the first meeting was held May 24, 2005 at Rochester, MN. The second meeting was held August 10, 2005 at Nine Springs WWTF in Madison, WI. Thalke was unable to attend either of those meetings; however, he plans to attend the Annual Business Meeting November 17th at the Country Inn Hotel in Waukesha, WI.

WEBSITE-Bartel reported the move to Hostexcellence.com as the web site's new web hosting provider has gone quite well; Hostexcellence.com replaces the former provider Webservpro.

The employment page on the web site is the most frequently visited section of the web site. The section on the annual conference comes in second. The online member email directory is the third most visited page. The mailing list subscriber bases remains at 47 users.

TECHNICAL PROGRAM-Marshall stated the moderator letters were sent out last week. The AV and other speaker needs have been confirmed with the conference center. Troy Larson is bringing the signage. Sign-up sheets are ready for the bus tours and Pre-Con sessions.

EXHIBIT COMMITTEE-President Nennig reported for Carol Strackbein, Chairperson of the Exhibit Committee. The Committee sold 110 booth spaces for the 2005 Conference. Strackbein provided the Board with a list of exhibitors and the booth space layout.

Strackbein suggested getting e-mail addresses from as many exhibitors as possible for next year. It will help communication.

OPERATORS COMPETITION-Thalke reported the 2005 Operators competition will be offering five events again this year. All competition materials and guidelines have been sent out to the participating teams. Unfortunately, only 3 teams will be competing this year. Thalke commented that at last year's Conference there were 6 teams competing and 7 the previous year.

LOCAL ARRANGEMENTS-Bartel stated the training center at Green Bay MSD will be set up and ready for the Pre-Conference's Electrical Workshop.

The Green Bay MSD tours will be divided into two sections. One tour will be the general plant tour and the other tour will be demonstrations of process monitoring, controls and maintenance equipment. Each tour will last approximately 90 minutes.

The De Pere plant tours will be the general plant tour and will include showcasing the new blower system upgrade that was recently installed at the facility.

SPOUSE PROGRAM-President Nennig reported for Jean Van Sistine, Chairperson of the Spouse Program. On Wednesday morning, Officer Dennis Gladwell from the De Pere Police Department will give a talk on "Identity Theft."

On Wednesday afternoon the program participants will board a bus for a trip to the Von Stiehl Winery Tour in Algoma. On Thursday morning, Kathleen Zeitler will give a talk on "Attention Deficit Disorder in Adults." On Thursday afternoon of the Conference, the program participants will board a bus to go to Frank's Dinner Theatre.

GOLF OUTING-Bartel commented the Conference golf outing is all set for The Woods golf course. There are 120 golfers registered for the outing. Bartel reported that five holes will be sponsored by various vendors.

PERMANENT ARRANGEMENTS-President Nennig reported for John Leonhard, Chairperson of Permanent Arrangements. The Committee met with the Kalahari staff on April 8, 2005 to go over the contracts for the even numbered years until 2012. The Kalahari staff made the changes that the WWOA required; those contract changes are now ready for Board approval.

Committee members also met with the Regency Suites/KI Center staffs in Green Bay to finalize prices and review the contract for this year's Conference.

During the rest of the year the Committee will meet with the Radisson in La Crosse to review the 2007 contract with them. The Committee will also need to start talking to Green Bay Regency Suites/KI Center about returning there in 2009.

PERMANENT PROGRAM-No report.

RESOLUTIONS AND BYLAWS-No report.

HISTORICAL-No report.

MANUFACTURERS AND CONSULTANTS-No report.

Marshall made a motion to approve the Committee Reports as presented. Carlson seconded the motion. Motion carried.

OLD BUSINESS

WWOA MAIL LIST POLICY-Kruzick presented to the Board a draft copy of the Mail List Policy for the Board to review. The basis of this policy is to clarify the conditions upon which the WWOA would make available the WWOA membership electronic mailing list. A discussion ensued. It is the consensus of the Board that a change in wording needs to be inserted in the Mail List Policy. President Nennig suggested including the wording "you are encouraged to request the Mail list annually in order to obtain any updates." In addition, the master agreement needs to be removed from the policy. Kruzick stated he will make the needed changes and email the Board the revised policy to review. He instructed McKee to include this on the agenda for the December Board meeting.

COMMITTEE BUDGET OVERAGES-President Nennig asked McKee to supply a spreadsheet detailing all WWOA standing committees that exceeded their 2004/05 budget expenditure figures. President Nennig feels it is the responsibility of the various committee chairs to provide an annual budgetary number and report back to the Board if they foresee their particular committee going over budget.

President Nennig read a letter drafted by John Leonhard, Chairperson of Permanent Arrangements regarding the budget.

SCHOLARSHIP AWARD PROGRAM PREAMBLE-Conine stated he is waiting for feedback from the Board before finalizing the preamble.

NEW BUSINESS

REVIEW AND APPROVAL OF THE ANNUAL BUSINESS MEETING AGENDA-McKee provided the Board with copies of the agenda for the Annual Business Meeting for their review. After some corrections were made to the agenda, Herwig made a motion to approve the Annual Business Meeting Agenda as presented with the corrections. Marshall seconded the motion. Motion carried.

HONORARY MEMBERSHIP-President Nennig and Carol Strackbein provided the Board with some justifications and reasoning for Pete Albers to receive the Honorary Membership Award. President Nennig asked for a unanimous vote of approval from the Board for the nomination of Pete Albers to receive the Honorary Membership Award. Thalke made a motion to approve the nomination of Pete Albers to receive the Honorary Membership Award and to send the nomination of Pete Albers to the membership for a vote at the Annual Business Meeting. Conine seconded the motion. Motion carried.

REVIEW AND APPROVAL OF THE 2004-2005 AUDIT-McKee provided the Board with copies of the 2004-2005 audit. A discussion ensued. Marshall made a motion to approve the 2004-2005 audit as presented. Carlson seconded the motion. Motion carried.

Herwig commented he has enjoyed his time on the Board. President Nennig stated on behalf of the Board; and the WWOA general membership, the entire organization sincerely appreciated Herwig's years of service and the Board hopes he will stay involved in WWOA activities.

President Nennig commented it had been a pleasure and privilege working with all of the current Board members and Committee Chairs this past year. President Nennig thanked the Board for all their time and effort this past year.

There being no further business of the Board, Herwig made a motion to adjourn the meeting. Kruzick seconded the motion. Motion carried.

The Board meeting adjourned at 9:32 AM on Tuesday October 4, 2005.

Respectfully submitted,

Richard D. McKee

Richard D. McKee
WWOA Executive Secretary