



American Water Works Association Pacific Northwest Section

**FALL 2024 TRUSTEE MEETING
EAGLE CREST RESORT Room CD
Friday, October 4, 2024**

MINUTES

Call to Order

The meeting was called to order at 9:00 a.m. by Chair Nick Belmont. Also present were Chair Elect Joel Cary, Past Chair Dan Sleeth, Trustees Jolene Gibson, Chandra Hingston, Jeremiah Hunt, Erika Murphy, Joanie Stultz, and Brian Wilson, AWWA Director James Dean, Treasurer Jamie Porter and Executive Director Kyle Kihs.

Chair's Report – Nick Belmont

- Chair Belmont noted his appreciation for the many members attending today's meeting and the importance of membership involvement. Members should have the opportunity to understand what the Board is doing and the impact it has on the Section.
- He emphasized the Board's appreciation for all volunteers and noted that the Section asks a lot of the membership and one of the Board's responsibilities is to make sure members see the benefit of involvement in the organization and its positive impact on their personal and professional lives

Association Directors Report – James Dean

- At the Winter Association meeting in January, the Board of Directors will be voting on a Young Professional Director at Large position. This is a new designation for a national board member. The object is to help YPs transition and move forward in the organization.
- The Association is also looking for a YP Advisor – this person would not have a Board seat but would mentor and sit in on committee meetings. Any recommendations for this position are welcome.
- AWWA is starting to look at recent PFAS rules and will probably present a challenge to those rules. How it will be presented has not been determined.

Treasurers Report – Jamie Porter

- The 2023 fiscal year income/expense report shows a net profit of \$123,000.
- Eight months into the current fiscal year the budget report shows strong revenues, with committee revenues exceeding expectations.
- Total balance sheet is \$3.5 million, most of which is in the Education and Training Fund. The General Fund of \$700,000 is the Board's management focus.

Approval of Spring Meeting Minutes

Motion: Cary moved to approve the Spring meeting minutes, seconded by Dean.

There was no discussion.

Motion was approved unanimously.

Approval addition to Rules of Procedure – Conference/Training Pricing Policy

The Chair noted that this policy has been created and discussed for the last several months. The purpose of the policy is to make sure conference and training fees are reviewed regularly according to adopted guidelines.

Motion: Cary moved to approve the addition of the final Conference/Training Pricing Policy to the Rules of Procedure, seconded by Hingston.

There was no discussion.

The motion carried unanimously.

2025 Boise Conference Program – Michelle Johnson, Aimee McAuliffe

- Michelle Johnson introduced Aimee McAuliffe, who has joined the team on a contract basis to assist with various aspects of the annual conference.
- 40 tech sessions and 160 presentations are currently scheduled. Ten committees have tech sessions.
- Pre-con and tour plans are in process.
- The Committee is trying to create a better balance between the number of sessions Thursday and Friday morning.
- No wastewater track is scheduled this year; may recommend doing that every other year.
- The draft program will be available in the next 2-3 weeks.
- The CEU packet is due in November

2025 Boise Conference – Madeline Wyatt

- Madeline Wyatt reported that planning meetings are ongoing. She has enlisted a golfer to assist with planning that segment of the conference. Boise is growing but construction won't affect the conference. She plans to connect with the YP lead to assist with planning the scavenger hunt.

Subsection Advisory Council – Amerika Stodola

- Ms. Stodola noted Porter's excellent budget presentation at this training and would like to have a similar future breakout with each subsection treasurer. Creation of a financial template would be helpful.
- Stodola plans to reach out to experienced subsection leaders for advice and documents to help with turnover, so each subsection doesn't have to reinvent the wheel when leadership changes.
- She noted the Member Engagement & Development Committee's new dashboard as a great resource.
- Quarterly meetings will continue and outreach to committees is planned so members are encouraged to attend.
- Board member comments
 - Information in Standard Operating Procedure format has been lacking, thankful this will be a priority.
 - Compliments to Ms. Stodola on her first SAC meeting.
 - Quarterly coordination meetings are a great tool.

AWWA Harassment Seminar – Jon Miner

- Jon Miner reported on his attendance at the AWWA Sexual Harassment Seminar.
- After an incident at the King County Subsection Golf Tournament, attention was focused on the fact that this is a volunteer organization, and many individuals are not equipped with information on how to deal with harassment claims.
- The seminar was helpful and highly recommended. The written presentation is now on the PNWS website under the Division/Committee Reports page; the presentation is also on the AWWA website.

- Chair Belmont expressed appreciation that the situation and response were elevated to the Board level. The Board is working on guidelines for members to ensure appropriate responsiveness in the future.

E&T Fund – Tom Keown

- Keown noted the importance of fund sustainability, which has improved.
- The E&T Board will need to replace several members by May.
- One Water Matching Scholarship and Operator Scholarship are fully funded.
- \$50,000 is available for scholarships this year.
- Dr. Stephen Booth scholarship fund has been established.
- Current overall balance is \$2.19 million dollars.
- Scheduled activities this year include a review of the charter, including a potential name change.
- Jeff Lundt term on the E&T Fund Board is concluding next year. Board members congratulated him on his long and excellent service.

2025 Budget Discussion

Motion: Cary moved to adopt the 2025 Budget, seconded by Sleeth.

The Chair thanked Treasurer Jamie Porter for his assistance and for revamping the budget spreadsheet. There was no further discussion

The motion carried unanimously

Comments from the Membership

Doug Schlepp noted, on behalf of the Member Engagement and Development Committee, that the Section has met growth goals for the year. He referred to the recent article in Water Matters for updates. The committee encourages new mentor/protégé relationships as the program has less than half the number of participants as last year.

Applications can be sent to a potential protégé and if a specific mentor/protégé pairing is desired, it's possible to apply together. The forms are being updated to make it easier to apply each year and for matching the pairs. It is desirable for utilities to encourage operators to look at the opportunity and take advantage of the program.

Adjourn

There being no further business, the meeting was adjourned at 9:37 a.m.