

Wisconsin Wastewater Operators' Association
BOD Meeting – Green Bay, WI
December 4, 2013 AND December 5, 2013

- 1: **CALL TO ORDER, ROLL CALL:** President, K. Freber called the meeting to order at 10:19 am on Wednesday, December 4, 2013. Roll call was taken. All present except, Wade Peterson – absent.
- 2: **ADD NEW BUSINESS:**
Clarifier Jon Butt's request from Email this morning
Agenda to except Kelly second Juice.
- 3: **APPROVAL OF MINUTES:** Item 5K, fix spelling of Permanent . Motion to except minutes of from the October 14, 2013 meeting made by J. Bratz, Second S. Theizen. Motion carried.
- 4: **FINANCIALS:** Motion to except S. Theizen, Second K. Zimmer. All in favor Aye
Motion carried.
- 5: **NOMINATIONS:** No report. Keep bringing it up. Put it in Constant Contact
- 6: **PROMOTIONS:** J. Smudde inventoried except for the 2008 Operators competition
Give them away at the conference. Bratz gave Jeff S CD with promotions information on it.
Board reviewed the colors for the 2014 Conference shirts for BOD: Gold shirts with green print
passed/ 2 shirts each for BOD for Conference
- 7: **MEMBERSHIP:** K. Harter reported that updated membership cards were given out at the
Conference in October with the rest mailed.
- 8: **SCHOLARSHIP:** J. Simpson advised that Crane Engineering handed out one scholarship and two
from WWOA. NCLabs is still interested in giving out two scholarships with these qualifications,
recipients must be juniors when they apply and meet the criteria. They would get \$2500 their
junior year and then they will get another \$2500 in their senior year. So in fact they will get a
\$5000 total (Jr/Sr year \$2500 each year). Must stay in the Wastewater field.
- 9: **EXECUTIVE COMMITTEE:** K. Freber advised that they meet on November 15th and went through
the budget lists, deactivated some, and added other categories, etc.
- 10: **CLARIFIER:** J. Butt, reported on the cost of Clarifier advertising. That \$7000 annual of ads will
include 5 issues of a ¼ page ad (at \$550) free. It was recommended to go with Jon's
recommendations as written for the 2014 Clarifier. L. Lutz motion to recommend, Juice second.
- 11: **CAREER DEVELOPMENT:** – L. Lutz paid the cost already (send invoice to Sharon for the
CSWEA's Part of the bill). At the Monona Terrace, WWOA Booth at the Chula Vista on January
27, 2014 This is a career fair. Kevin F will be there with Hands on items, Apprentice program,
Workforce Development/Federal Government. All day on Monday to display.

- 12: **AWARDS:** K. Zimmer advised that she had not received any award nominations for 2014. She went on to review the different types of awards available and asked everyone to let their regions know.
- 13: **OPERATOR TRAINING:** L. Lutz advised that they should talk to Bergles about the contact with the WDNR and the AWWA.
- 14: **DIRECTORY:** K. Harter, has been reminding the membership to update information on line. We will run another \$50 for updating information on the website. Drawing will be on the Monday before the Conference. It has been requested that we update the directory on an annual basis. Every 2 years with a print copy and every year with a USB copy. Cost could be an issue.
- 15: **PUBLICITY:** J. Simpson advised that the press releases went out
- 16: **REGIONAL COORDINATOR:** S. Thiezen apologized for not writing a report. LMD meeting will be on December 12th. She will be putting all the regional meetings puts on a spreadsheet and then have the BOD say which one they will attending. Sharon stated tries to get to a meeting in every region once a year.
- 17: **GOVERNMENT AFFAIRS:** K. Freber/D. Lintner/S. Smudde February 27th emails sent out by Bernie Robertson. The agenda is done. Working on presenter. Don and Jeff S. will be taking over next year. CALS does the registration and the presentations. This is a joint meeting with CSWEA and WDNR. In 2014 is WWOA Chairs. Once the agenda is set CALS will take it from there. Planning meeting is generally first week in November and is generally held at Strand (Tom Holtz).
- 18: **LOCAL ARRANGMENTS:** B. Bartel reported that the proposed tour sites for 2014 conference are New Water's Green Bay facility and the Fox Energy Center. BOD likes both ideas for tours Welcome address – Either one (Mayor) set up publicity for Mayor or the Commission President
- Bruce Bartel, would like the BOD to consider opening up the GBMSD facility to vendor's to set up any equipment or monitoring device that they could showcase in operation. Open during the conference will not fly with vendors, however on Thursday afternoon would solve the vendor issue. Need to bounce off Tom Mulcahy.
- 19: **GUEST PROGRAM:** B. Bartel advised that Jean Van Sistine has agreed to take care of the Spouse/Guest Program for 2014. She is looking into a matinee at the Meyer Theater. The theater will be doing a matinee of the Gurensey Boys. She is also looking a tour at Lambeau Field as part of the program.
- Bruce to be getting sponsors for the guest program.
- 20: **BIOSOLIDS SYMPOSIUM:** L. Lutz Everything is set. Need to put names on the final two speakers. This is run between WWOA, CSWEA and WDNR. It will be held in Stevens Point. It has been recommended to cut out lunch speaker and to cut down the lunch time to 40 minute lunch. Also, cut morning break down so we can get out at a descent time. Need to have a mailing lists sent to CALS. CALS will merge all of the lists.

- 21: **CENTRAL STATES:** S. Thieszen advised that the BOD and business meeting was Nov. 20th. Central States purchased the books (WVOA Purchased them and CSWEA will pay us back) May be a couple more purchased in. Karen is to wait until Sharon purchase the additional books before sending invoice to Josh.
- 22: **WEBSITE:** J. Bratz advised that on-line registration worked very well, along with registration at the conference. Webfitters has been much better to work with. Will be doing more updates to the Conference registration along with some enhancements to the overall site.
- 23: **TECHNICAL PROGRAM:** L. Lutz advised that the Call for Papers was posted on the website and sent will be sent to the Clarifier for the December publication. The February 13, 2014, technical program meeting set for the Kalahari. Letters will be sent shortly to the Technical Committee. Looking at the possibility of Morgan McArthur as the Keynote Speaker for 2014.
- Lyle will be doing something similar to what Kelly did in 2013 for the entertainment portion of the Conference.
- 24: **EXHIBITOR COMMITTEE:** No Report. Tom Mulcahy will be at the April 2014 meeting.
- 25: **OPERATORS' COMPETITION:** J. Bratz reported that maintenance needs to be redone or dropped as it is too complicated. Had 5 teams this year and it went well. The team from UW-Stevens Point won with the NCD team coming in second.
- 26: **GOLF OUTING:** R. Herwig advised that the 2014 golf outing will be at Brown County or Mid Valley.
- 27: **SPORTING CLAYS:** J. Thalke advised that the sporting clays will be held at the same place.
- 28: **PERMANENT ARRANGEMENTS:** No Report
- 29: **RESOLUTIONS AND BYLAWS:** No Report
- 30: **HISTORICAL:** No Report

OLD BUSINESS:

There was a lot of confusion on the Life Members by-laws at the October meeting. K. Freber would like to have this redone in 2014 due to the confusion. As long as you are an active member, you still pay your dues. There is a designation as to the Life Member.

Motion to approve all reports: Motion to accept J. Simpson, Second L. Lutz.
All in favor: Aye Motion Passed.

Thursday, December 5th, 2013 BOARD OF DIRECTORS MEETING – GREEN BAY, WI

2014 BUDGET MEETING

CALL TO ORDER, ROLL CALL: President, K. Freber called the meeting to order at 8:30 am on Thursday, December 5, 2013. Roll call was taken. All present except, Wade Peterson and Sharon Thiezen – absent.

REVIEW/APPROVAL 2014 BUDGET: K. Freber reviewed the projected budget. The board made adjustments. Set projected Revenues at \$187,800 and projected Expenditures at \$186,406 with Revenues over Expenditures of \$1,394.

APPROVE REVISED 2014 BUDGET: A motion was made by L. Lutz and seconded by K. Zimmer to approve the 2014 Budget. Motion carried.

BYLAWS AND ADJOINING DOCUMENTATION REVIEW: Per K. Freber, WWOA needs to review the Bylaws and adjoining documentation for updates and clarifications. Some of the information is very old and out of date. The BOD members should review and make notes as to what needs updating, what needs to be voted on and what can just be updated as a matter of fact. John Leonhard should receive final documentation to review before going to membership. A motion was made by K. Zimmer and seconded by J. Simpson to review the Bylaws and adjoining documentation. Motion carried.

ADJORNMENT: There being no further business, J. Simpson made a motion to adjourn, J. Smudde seconded the motion. Motion carried. The meeting was adjourned at 1:00 pm, Thursday, December 5, 2013