

**Minutes of a Meeting of the  
Illinois Section American Water Works Association  
Held by Conference Call on Thursday May 18, 2006**

The meeting was called to order by Kyla Jacobsen at 10:35 A.M.

Board members in attendance:

Committee Chairs in attendance:

Chair	Kyla Jacobsen	John Donahue	Meter Madness
Chair-Elect	Tom Skelly	John Smith	IPSI
Vice-Chair	Jeff Musinski	Gerald Bever	Small Systems
Secretary/Treasurer	Terry McGhee	Mike Simpson	Water For People
Past Chair	John Callan	Lara Biggs	Junior Science Fair
Director	Jeff Fisher		
Executive Director	Laurie Dougherty		
Trustee District 1	David Said		
Trustee District 2	Regina Lookis		
Trustee District 2	Len Rago		
Trustee District 3	Jim Roth		

Board members absent:

Trustee District 4	Colleen Ozment
Trustee District 5	Steven Gerdes

A quorum was declared.

Additions or Changes to Agenda: Chair Kyla Jacobsen asked if there were any changes or additions to the agenda. None were noted

Approval of Minutes: Chair Kyla Jacobsen asked if there were any corrections to the March 13, 2006 minutes. John Callan stated that he did not participate in the Fly-In on March 28<sup>th</sup> & 29<sup>th</sup>, and there was a typo in the last sentence. The corrections were noted. Jeff Fisher made a motion to approve the corrected minutes. The motion was seconded by David Said. The motion passed by consensus.

Director's Report: Jeff informed the board that National is currently ahead of their projections. Jeff offered a reminder to everyone that A.C.E. is just a few weeks away and that the section would have a designated area at Fiesta 125 for members to meet. Jeff also offered an open invitation to a joint reception with EBBA Iron on Tuesday at the conference. Jeff informed the board that a joint agreement had been signed by AWWA, EPA, AMWA, APWA, NCWA, NAWC, and WEF for Excellency in Water and Wastewater Effective Water Quality Management.

Strategic Planning Wrap-up: Kyla thanked everyone who participated in the meeting and added that she felt it was very successful. Committee task assignments have been delivered to all committee chairs and their action plans will be discussed at the July board meeting.

2006 ISAWWA – IWEA Joint Conference Wrap-up: Kyla thanked everyone involved for a very successful conference, and asked if all the bills have been paid. Laurie stated that there were a few minor bills that are outstanding. Kyla informed the board that the section realized a 50% increase in conference revenue, and was approached by IWEA to hold another joint conference in 2009 or 2010, and they would like to hold additional joint conferences but not on an annual basis.

Response to request for Joint Conference 2009-2010: John Callan made a motion to agree to a 2009 Joint Conference with IWEA. The motion was seconded by Regina Lookis. The motion passed by consensus. The question of moving to a larger facility was raised, and the board has no plans on moving the conference from the Crown Plaza. The question of revenue sharing for the 2009 conference was brought up, and it was stated that the same 80/20 split would be used for any future joint conferences. The question was asked as to the amount of revenue IWEA realized from the joint conference, and they made \$22,000 compared to \$10,000 or \$11,000 on their own. The question was asked why they don't want to make it an annual conference, and it was stated that they may lose their identity, and they also like to change location around the state on a yearly basis. The question should we look for other associations to joint venture with was asked and the consensus was no, most are too small to make it economical feasible. The question of how many exhibitors were located on the third floor was asked, and it was stated that there were 20 exhibitors. The idea of locating exhibitors on the second floor was raised, but problems with noise and security prevent this option from working. There were some complaints that the third floor technical session rooms were too small. Finally the question of using the same contract terms for the 2009 conference was asked, and the answer was yes.

2006 Board Meetings Schedule:

July 20 <sup>th</sup>	9:00 am	Visitation Day – Decatur
October 6 <sup>th</sup>	10:00 am	Bloomington Water Department
January 12 <sup>th</sup>	10:00 am	Conference Call

### Other Meetings for Board Members:

Summer Workshop - July 27-29 Denver (staff day July 26)

Laurie will be attending and Kyla might go depending on her schedule. Laurie would like to know if anyone else is planning on attending, and if they are, they need notify her before the next board meeting, and they need to make their travel arrangement's now.

Regional officers meeting October 19-21 – Madison, Wisconsin

### ACE Meetings – Marriot River center:

Section Business Forum – Monday – 3:00 – 5pm  
Laurie will be attending

TEC 8am to 12 noon – Tuesday (Educational national committee)  
Laurie will be attending

Section Officers Forum – Tuesday – 3:- 4:30  
Kyla will be attending

### Science Fair Judging - May 6th - Champaign

Removed

Treasurers Reports (McGhee): Terry stated that the section's net income from the 2006 Annual Conference was \$117,824.44 an increase of \$44,922.51 from last year, and the total Liabilities & Equity was \$386,243.83 an increase of \$16,298.14 from last year at this time. There were no questions regarding the financial statement that were emailed with the meeting agenda. Jeff Musinski made a motion to approve the financial reports (Profit & Loss Y-T-D vs Prior, Balance Sheet, and Actual Y-T-D vs Budget) as submitted. The motion was seconded by John Callan. The motion passed by consensus.

Executive Director Report (Dougherty): Laurie reported the following

- The Audit will be rescheduled for sometime in June after she firms up a date with Conrad.
- Laurie will be attending a meeting on event management, where the topic of Event Cancellation Insurance will be covered. No decision will be made until after the meeting.
- Approximate cost for a event cancellation policy is \$1,500
- The section will have a designated area at Fiesta 125 where conference pins will be available, and a sign-in book will be available for sections members to leave phone numbers and hotel information.

- The 2009 conference will be the 100<sup>th</sup> conference the section has participated in. Research needs to be done to determine what significances this plays in our planning.
- Bob Martin will be co-chairing ACE 2010 with a representative from the Chicago Department of Water Management. Give Bob a call if you want to participate, he needs a lot of volunteers for this conference.
- Laurie will be attending the Section Management Committee Meeting in Denver on November 2<sup>nd</sup>.
- Laurie is working out the bugs with the Data Portal, it is going slow but she anticipates that it will be up by the first of July. Laurie is currently running dual system until she is confident the new system is correct. Laurie made a request to increase Sandi McGinnis time to two days a week until they have the Portal up and running. Terry McGhee made a motion to approve this request. The motion was seconded by Regina Lookis. The motion passed by consensus

Chair's Report (Jacobsen): Kyla stated that she felt the areas of the Trustees districts were hard to identify due to the current naming system. She would like to see a geographic name added to the EPA region number so they would be easier to identify. She suggested that the board members try and come up with some possible district names by the next board meeting.

Chair-Elect Report (Skelly): Tom asked when the draft committee budgets needed to be submitted, and when would they be finalized. The draft need to be submitted by July 1<sup>st</sup> and will be finalized at the October Meeting, all action plans need to be completed for the July issue of Splash.

Vice-Chair (Musinski) Jeff reported that he is working with CTE on the technical program for next years conference and all is going well. The deadline for abstracts has been set for August 15<sup>th</sup>. Laurie requested that the call for abstracts be modified to add a copyright release so that the presentation can be used for future pod casts. It was stated that the Arizona section currently has such a form and Laurie will contact them for more information.

#### Trustee Reports:

David Said (District #1): A presentation on disinfection was held in his district. He also stated that he thought the latest issue of Splash was very good.

Regina Lookis (District #2): – No report.

Leonard Rago (District #2): – No report.

Jim Roth (District #3): Jim reported that Mattoon was interested in the fall visitation day if the section was still looking for some to host. He will contact Mattoon and inform them what is involved and it may be difficult to organize the event in such a short amount of time. The suggestion of having a joint visitation day with Charleston was brought up and Jim said he would contact both parties and report back by the next board meeting.

Colleen Ozment (District #4): – No report.

Steve Gerdes (District #5): – No report.

Past Chair Report (Callan): – No report.

Committee Reports:

Annual Conference Committees:

- Greeter (Rago): – No report.
- Meter Madness (Donahue): The competition went very well, they had eight competitors and both the first and second place finishers are planning on going to the national competition in San Antonio. Since this is our first meter madness competition we will be allowed to send two competitors this year.
- Registration (Ross): – No report.
- Tapping (Haley): – No report.
- Taste Test (Meinholz): – No report.
- Technical Program (Musinski): – No report.
- Top Ops (Zeigler): – No report.

Awards:

- Annual Awards (Zeigler): – No report.
- Fuller Award (Martin): – No report.
- Bylaws (Podesta): – No report.

- Education Committee (Ulm): – No report.
- Finance Committee (Winegard): – No report.

Historian (Sasman): The section separated from Central States Water Works Association in 1909. More research needs to be done regarding the name change in 1915 from the Illinois Water Supply Association to the Illinois Section American Water Works Association.

Illinois Junior Academy of Science (Biggs): The Science fair was held on May 6<sup>th</sup> and the Section supplied 13 judges. There were 35 projects and 4 winners, two from the high school ranks and two from junior high. Lara is working on her action plan is would like to invite the winner to the Annual Conference to give their presentations.

Illinois Public Service Institute - (Smith): John reported that they are ready for the fall session and that they still have scholarships available.

Information Management & Technology Conference (Seifried): – No report.

MAC (Gross): – No report.

Membership Committee (VanArsdel): John has a meeting scheduled for next week.

Nominating (Callan): – No report.

Public Information (Larson): – No report.

Safety and Emergency Planning (Gasca): – No report.

Small Systems (Bever): – No report.

Source Water Protection (Doescher): – No report.

Splash (Waller): – No report.

Standard Practices (VanHeirseele): – No report.

Strategic Planning (Thomas): – No report.

Student Activities (Rehg): Kristin reported that she would like to some example job descriptions with salary ranges and it was suggested to her that she use the AWWA salary survey. She asked if the section currently held any student design competitions and she was informed that it does not, but Florida does and she could contact them her help in setting one up. Regina offered the help of the Evanston Water Department if Kristin wanted a partner for Northwestern University.

Teleconference (Goldsmith): A New chair is needed to replace Larry Goldsmith.

Visitation Day:

- Visitation Day 2006 – Decatur - July - July 20 & 21: All Set, the registration forms are at the printer and will be mailed out shortly
- Visitation Day 2006 - Collinsville – fall: Collinsville cancelled, but Mattoon might be able to host.
- Visitation Day 2007 – Village of Algonquin
- Visitation Day 2007 - Charleston – fall
- Visitation Day 2008 - Park Forest
- Visitation Day 2009 - West Chicago
- Visitation Day 2010 – Central Lake County JAWA

Water For People (Simpson): Mike reported that Jerri Ziegler would be receiving the Ken Miller Award this year at the Water for People Breakfast which will be held on June 12 at 07:30 ACE and encouraged every to attend. Another email regarding the WFP breakfast will be sent out. He also made the Board aware of the summer workshops

Water Utility Council (Bever): – No report.

Young Professionals (Laucamp): – No report.

Youth Education (Stenzel): – No report.

Old Business: John Callan reported that the officer list on the website needed to be updated; Laurie said she would take care of it.

New Business: The next Board Meeting is scheduled for – July 20th – Decatur - 9 am (time to be confirmed)

Adjournment: The meeting was adjourned at 11:40 A.M.