



Board of Directors Meeting Minutes

November 19, 2021

CALL TO ORDER

The following represents the Board members in attendance at the meeting, which was held via Teams Meeting:

<u>Board Members:</u>		
President	Brandy Kelso	Present
President Elect	Mike Worlton	Present
Vice President	Jeanne Jensen	Present
Secretary	Mike Caruso	Absent
Treasurer	John Masche	Present
Past President	Doug Kobrick	Present
AWWA Director	Asia Philbin	Present
WEF Delegate	Tom Galeziewski	Present
WEF Delegate (at-large)	Patty Kennedy	Absent
Director	Craig Caggiano	Present
Director	Patrick Goodfellow	Present
Director	Karla Guerra Camou	Present
Director	Darlene Helm	Present
Director	Anupa Jain	Present
Director	Jason Joynes	Present
Director	John Kmiec	Present
Director	Art Nunez	Present
Director	Lisa Snyders	Present
AZ AWWA Director (at-large)	Amanda Jones	Present
AZ AWWA Director (at-large)	Andrea Odegard-Begay	Present
<u>Staff:</u>		
Executive Director	Suzanne Durkin-Bighorn	Present
Association Coordinator	Shana Schwarz	Present
<u>Guests:</u>		
Lisa Culbert		

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1. Call to Order

- a. Call to Order / Roll
 - i. Roll was called, a quorum was present. 10:32 a.m.
- b. Presentation of the Minutes – September 2021
 - i. No discussion was held.

Motion by John Masche, second by Mike Worlton to approve the September AZ Water Board Meeting minutes as presented. Motion passed by verbal acclamation.

2. COVID Response Ad-Hoc Update

- a. Maintain Current policy.
- b. Meeting next week on November 30, 2021.

3. 2022 Conference Update

- a. 199 abstracts received
- b. Keynote Senator Kelly
- c. Draft Budget has been developed.
- d. Sponsorship information is available on-line.

4. Recap CAP Meeting

- a. Awards banquet in 2022 attached from the Annual Conference.
- b. CAP representative highly placed in AZ Water on the board.
 - i. Potential for an advisory council was discussed.

5. Operator Network

- a. Next Meeting December 13, 2021
- b. Support hydrant hysteria, meter mania and operators challenge at the Annual Conference.
- c. Possibly support TRI-State Operators Challenge.
- d. AWWA Veterans initiative, participating on committees.
- e. Potential High School Operators event at the conference in 2022.

6. Treasurer Report

- a. Fiscally sound; Association as a whole – in a solid financial position; ~\$1.26M in all accounts; ~\$647k for special organizations; \$583k for organization.
- b. 2020 Tax Return - paid \$545 to US Treasury, \$89 to AZ DoR – filed/paid.
- c. 2022 Budget - draft process complete – committees with questions have been contacted.
- d. Board will receive budget packet in the next few days.
- e. Approval of the budget scheduled for December meeting.

7. WEF Delegate Report

- a. WEF update to strategic plan ongoing - plan Jan-Jun 2022; Activate - Jul 2022

*Items in Executive Session

**Items heard out of order

- b. WEFTEC - great event - attendance $\frac{1}{3}$ to $\frac{1}{2}$ of 2019 (~10k); exhibit hall $\sim\frac{1}{3}$ vs. 2019
 - i. COVID protocols easy to follow
 - ii. Virtual component
 - iii. AZ Water recognition
 - Nashita Naureen - Chair of Students & YP Committee
 - Dr. Bruce Rittman - ASU - Camp Applied Research Award
 - Ops - City of Surprise Turdologists were competitive
- c. WEF Leadership – 4 planned for 2022
- d. Quarter Century Operators Club – recognition program for 25+ year members with 5 consecutive year member of WEF.
 - i. Mark Richardson, City of Flagstaff recognized
- e. WLI - 4 AZ Water members - Lisa Melton, Frank Dubasik, Heather Tugaoen, Steve Jarvis
 - i. 2022 application period closes January 20, 2022
- f. WEF HOD – In person at WEFTEC included DE&I exercise; Patty (nominations) & Tom (budget) 2022 committee chairs
 - i. Work groups' participation - Federal Advocacy (Tom); Emerging Leaders (Patty); Water Communications (Tom & Patty)
 - ii. Board consideration for reforming Gov't Affairs Committee
- g. MA Grant Program reinstated 2022 (\$100k budget) - 1st round January 21, 2022, deadline; 2nd round June 24, 2022
 - i. Shana/Suzanne will apply for grant to upgrade AZ Water website
 - ii. Board consideration for matching grant
- h. Multiple upcoming 2022 events
 - i. Potential for Government Affairs Committee?

8. Tri-State Update

- a. Board meeting 11/4-5 - Conference recap: ~3200 registrations vs ~3600 in 2019; 95% participation
- b. \$15k per MA board approved budget
- c. 2022 conference - August 8-11; exhibitor registration open February 23, 2022 - 470 booths @ \$1000/booth

9. AWWA Director Report

- a. AZ AWWA - Small systems 2020/21 complete - Round 7 payment approval requested. 2022 Budget proposal. See materials attached
- b. AWWA Updates
 - i. Strategic Plan & Business Plan Status
 - Membership Engagement & Development – Member Appreciation - 20% Discount in AWWA Store thru 12/31
 - a. Virtual Membership Summit - Jan 26-28, 2022
 - b. Nominate youth programs
 - Organizational Stewardship ... website separated from ecommerce

- Knowledge Creation & Exchange - standards open for comment; 22 Standards revisions underway; free training for small systems
- Water Policy & Leadership - Legislative & Regulatory
- ii. Winter Board Meeting - January 12-15, 2022 - Santa Fe, NM
- iii. ACE22 - San Antonio - June 12-15, 2022
- c. Next AZ AWWA Meeting December 17, 2021

10. Executive Director Report

- a. Q4 Kachina digital link & hard copies sent.
- b. Business Operations Manual - regular updates; Leadership Manual - under review.
- c. JEDI meeting to be rescheduled ... organization structure of the committee – mission, vision, goals.
- d. In person meeting policy - multiple in-person meetings approved
- e. CAP Member joined the Communications Committee, AZ Water will support AZ Water Professionals week.

11. Coordinator Report

- a. Conference
- b. Communications - website update mockup December 10, 2021
- c. Highlighted committee successes

12. Executive Session

Motion by Jeanne Jensen and second by Tom Galeziewski to close the main meeting and reopen in Executive Session. Motion passed by acclamation.

- a. Other Items as Needed

Motion by Tom Galeziewski, second by John Masche to close Executive Session and resume in regular session.

13. Board Meetings

- a. All Board meetings will have virtual element; January 2022 will be held at the Travaini Center (Phoenix area) and March 2022 will be held at the Marana Municipal Complex (Tucson area) ... request to have February 2022 be at Marana to correspond with WaterReuse AZ Board retreat that weekend.
- b. Exec session meeting will remain all virtual; invitations to be sent separately
- c. December 17, 2022 AZ Water Board & AZ AWWA meetings will be virtual

The meeting adjourned and minutes were recorded by Suzanne Durkin-Bighorn.

Action Item Review			
Due Date	Item	Responsible	Status
Deferred	Food and Beverage Policy	Masche	Postponed
Deferred	Utility Forum Committee (UFC) – Solicit Interest	Freed/Thomure	Delayed

*Items in Executive Session

**Items heard out of order