Board of Directors Meeting Minutes
June 16, 2023

CALL TO ORDER

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

Board Members:		
President	Jeanne Jensen	Present
President Elect	Alan Forrest	Present
Vice President	Art Nunez	Present
Secretary	Mike Caruso	Present
Treasurer	Patrick Goodfellow	Present
Past President	Mike Worlton	Present
AWWA Director	Darlene Helm	Absent
WEF Delegate	Amy Baker	Present
Director	Craig Caggiano	Present
Director	Karla Guerra Camou	Absent
Director	Clayton Freed	Present – V
Director	Anupa Jain	Present
Director	Jason Joynes	Present – V
Director	John Kmiec	Present – V
Director	Lisa Melton	Present
Director	Nashita Naureen	Present – V
Director	Lisa Snyders	Absent
Staff:		
Executive Director	Suzanne Durkin-Bighorn	Present
Chief Technology Officer	Mike Zduniak	Present
Guests:		
Andrea Odegard-Begay	Lisa Culbert - V	
Bret Lytle	Klint Fletcher	
		V = virtual attendee

1. **Call to Order**
    a. Call to Order / Roll – 10:03am
    b. Roll was called, quorum was present.
    c. Equity Moment by Anupa Jain – Mount Everest Base Camp Nov 2022 … of the 12 in the group only 5 made it to 19,100 ft. Has many trips planned
        i. July equity moment TBD
    d. Consent Agenda
        i. April & May Board Minutes and May Business.

Motion by Alan Forrest, second by Art Nunez to approve the June 2023 AZ Water Board Meeting Consent Agenda items as presented. Motion passed by verbal acclamation.

*Items in Executive Session
**Items heard out of order

2. Annual Conference Update

a. Lisa C reviewed the record-breaking 96th Annual Conference & Exhibition
   i. Pre-event … added 6th platinum (52 sponsors) & added titanium and sold out all sponsorships; CAP – operator awards luncheon sponsor
   ii. 262 headshots from the inaugural photobooth; Looking for new ideas
   iii. Record # of exhibitor booths … added ten additional Tier 1 booths
   iv. Top Ops was not successful and may not be viable moving forward
   v. Discussion of lack of supplies … 1269 attendees registered in last 30 days
   vi. 94% of the 2,874 registrants checked in w/ close to 400 on-site registrations
   vii. 11,453 PDH credits awarded during the conference
   viii. Financial information still coming in but outlook is positive
   ix. Survey responses are being reviewed and presented during Monday's committee meeting
   x. Alan mentioned he enjoyed AZ Water conference was better than ACE23
   xi. Needed overflow hotel after Hyatt sells out 1st night.
   xii. Next year April 10-12 (Wed – Fri) w/ different abstract platform Aug '23 open

3. Committee Health Check

a. Craig summarized finding of check ins with each council and on right track
b. Need additional conference involvement; council leads still looking for direction
c. Consider liaison to council haven't had past experience / leadership in

4. Board Meeting Structure / Goals

a. Format of meetings – tactical vs. strategic; reflect on strategic plan.
   i. Hybrid, virtual or in person. Unless good reason, consensus was to have board meetings <u>in person</u>. Hybrid meetings are difficult; some may be only virtual.
   ii. 3 of 12 meetings are already in person (conference, retreat, budget). It was suggested a minimum of 7 should be in person.
   iii. If a Board member cannot attend, they need to notify the president & secretary ahead of time
   iv. Consensus is to keep start time at 10 am on 3rd Fridays of the month
b. Meeting hygiene
   i. Have key committees come and share vision; each meeting take on one part of our vision and bring in council/chairs to discuss starting in August
   ii. June 1 … changing chairs should be done by election
   iii. Past WW committee chair didn't get much out of being committee chair. Want to put them into a place to share (speakers, bureau, etc.). Focus on getting questions ahead of time on what we can do to help advance.
   iv. Board should not be doing means & methods … and would give board more time looking at pulse of organization
   v. December meeting … focus on budget and also request from reserve of funds to execute a program for good ideas by committees; formally set aside funds for these types of things vs. just set aside half to scholarships to half to general fund

5. Leadership Retreat

a. Leadership committee chair – Brett Lytle … discussed background
b. Discussion of Attendees – standard – Board, Council, Committee chairs; Discussion of "co-chair" vs a "vice" chair … Board wants to have a dedicated committee chair
c. Expectations – purpose of retreat (heavy networking / reward for active committees / but ability to set intention and have energizing interchange of ideas). Committee chair training & board retreat hybridizing … Goal have framed plan for year on what do / when for each person attending. Red Balloon did a facilitated training in the past
d. First day morning … committee chair training, etc. may require additional discretionary rooms for Thursday / additional people. Recording chair training w/ morning session (or could do chair training in June … focus for 2024).
e. Budget – potential to add ~$10k to budget …

Motion by Alan Forrest, second by Amy Baker to expand retreat to include morning training session for new committee chairs increase base budget by up to $12,000 for the 2023 annual retreat budget adjustment. Motion passed by verbal acclamation.

*Items in Executive Session
**Items heard out of order

6. **Key Committee Report Out**
    a. Utility Forum – Clayton updated; meeting at conference from various municipalities; Bryan Cassens is Chair; Jenny Doyle is Vice Chair. Top topics drought, etc.
        i. AWWA rep on board utility council … bill introduced by R Senators from AWWA briefing paper to propose CERCLA exemption for PFAS in wastewater and turn into bi-partisan bill met w/ Mark Kelly and hoping we can meet w/ Sen. Kelly to demonstrate there is an interest / need to back up DC bill. City of Tucson talks w/ Kelly's office … need a 1-pager from AZ Water and get to their office locally. Retool AWWA white paper and add Arizona talking points.
        ii. Katie Evans on communications committee (Woods & Curran) and how to help with strategic communications leading initiatives. Have position paper done by
    b. Leadership – Brett discussed – have 5 leadership sessions completed; focus now on what's next. Many of the group are cohort (signed up for all of them).
        i. Cohort vs. cafeteria style … prefer with majority as cohort w/ ability to add individual
        ii. Title sponsor – Corbins/RMCI. McCarthy to sponsor 3rd cohort

7. **Association Reporting**
    a. Treasurer's Report – last three full treasurer's reports were provided
        i. Patrick looking for feedback on how to revamp presentation of information.
            - Look at committee level expenditures (power BI dashboard?)
    b. WEF Delegate Report
        i. Photos of recent meetings -
        ii. Delegate Report – promote "outside of typical water industries" for WEF Circular Water Economy … may not be novel to the water industry, but since most MA's are not joint and future generation doesn't identify how "we" do things now. Seems focus of "money" side of "one water."
        iii. Tri-State – Mtg in June; Aug 7-10; tours to Hoover Dam, etc.
    c. AWWA Director Report
        i. RMSO – Vancouver, BC … reach out to Darlene.
        ii. Water 2050 is main video campaign … writing a letter to water in 2050

8. **Executive Director - Association Update**
    a. See report … retain recruit implement is focus for membership
    b. See updated org chart
    c. Mike Z … all conference proceedings online; forum for pdh submission

9. **Phoenix AMA Response**
    a. Release of AMA groundwater report; NYT reached out asking for Association comment. AZ Water crafted response "best response is the one a reporter can't use"
    b. How should Association respond to these? Legislative / Communications committees … should we entertain a statement about the AMA Report and be a part of crafting response. Desire to have water resources committee create statement and add links and add a statement at the end to note "Water providers are unique and individuals need to reach out to their own water providers and seek out information specific to their location."

c. Responses need to be vetted each time. Annually have committees recommend they're seeing that Board could craft statements
d. Committees focus on purpose statement (less on mission / vision)

10. New Committee Discussion – Digital Infrastructure & Transformation

a. Broader technology focus and its "fingers" in all of the different spaces within water (W/WW treatment, distribution, and collections, cybersecurity, etc.).
b. What to call the committee?
c. Multiple mentions for support of potential committee creation.
d. Discord channel … proposed potential committee to use it.
e. Potentially bring committee forward in for a vote after presentation to infrastructure council (next meeting 6/20).

11. Executive Session

No executive session held.

12. Board Meetings

a. July conference @ Little America.

Motion made to adjourn meeting at 1:20pm by Jeanne Jensen, seconded by Mike Worlton; minutes were recorded by Mike Caruso.

Action Item Review			
Due Date	**Item**	**Responsible**	**Status**
6/30/23	Committee Expectations Review	Board	Pending
Deferred	Food and Beverage Policy	Goodfellow	Postponed
Deferred	Utility Forum Committee (UFC) – Solicit Interest	Freed/Thomure	Delayed

*Items in Executive Session
**Items heard out of order