

**Unapproved Minutes**

**SDAWWA Executive Board Meeting**

**December 12, 2024-Noon**

**Held Via Teams**

**Members Present:** Matt Erickson, Kevin Newman, Sam Cotter, Austin Hoellein, Kyle Goodmanson, Casey Skillingstad, Kyla Diaz, Brian Hoellein, Rachel Kloos, Chris Myers, Hannah Kast

**Members Absent**:

**Others Present:** Rob Kittay-Section Manager and Ted Lewis-SDWWA Liaison

**Call to Order:** Newman called the meeting to order at 12:00 pm. A quorum was present.

**Approval of Agenda:** Kittay had emailed the agenda and had it placed on the web site. Goodmanson moved toapprove the amended agenda. A Hoellein seconded. Motion passed.

**Minutes:** The minutes from the last meeting had been previously distributed to the Board and placed on web site. A Hoellein moved to approve the minutes. Skillingstad seconded. Motion passed.

**Old Business:** There was none forthcoming.

**Reports:**

**Treasurer’s Report**: Cotter reported-

**Certificates of Deposit:**

* 9-month CD and 6-month CD both mature within the next 6 months. Request motion from the board to re-invest 9-month CD at best available rates. B Hoellein moved to have Cotter reinvest the CDs as necessary. Kloos seconded. Motion passed.

**Budget Review: Year-To-Date**

* Income: 30,805.73
* Expenses: 28,025.24

**Checking summary attached:**

* Budget Comparison to expenses YTD
* Checking account credit/debit 9/1/2024 – 12/11/2024

**Section Manager:** Kittay reported as follows-

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| --- | --- |
| **AWWA Summary**  |  **FY 2024**  |
| **INCOME** |  **Total**  |
| AWWA |  $ 22,294.00  |
| FUNDRAISERS |  $ 3,360.00  |
| INTEREST  |  $ 57.96  |
| CD |  $ 52,977.71  |
| MISCELLANEOUS-IN |  $ 0.16  |
| TRAINING EDUCATION |  $ 1,663.73  |
| **TOTAL INCOME** |  **$ 80,353.56**  |
|   |   |
| **EXPENSES** |  |
| **Section Manager** |  $ 2,975.00  |
| **Donations** |   |
| Research Foundation |  $ -  |
| Scholarships |  $ 3,000.00  |
| Water For People |  $ 3,360.00  |
| Water Buffalo |  $ 1,000.00  |
| T**OTAL DONATIONS** |  **$ 7,360.00**  |
| **Executive Board** |  $ 541.34  |
| **General Expenses** |  |
| Software |  $ 1,530.80  |
| Taxes |  $ 130.24  |
| CD-Out |  $ 90,000.00  |
| Miscellaneous |  $ 614.18  |
| **TOTAL of General Expenses** |  **$ 92,275.22**  |
| **Memberships** |  $ 60.00  |
| **Training/Events** |  |
| Awards |  $ 340.20  |
| AWWA National Rep. |  $ 267.68  |
| Gifts |  $ 1,864.68  |
| Training Materials |  $ -  |
| WIC Luncheon |  $ -  |
| YP Events |  $ 473.00  |
| Networking Events |  $ 650.00  |
| **TOTAL Training/Events** |  $ 3,595.56  |
| **TRAVEL** |   |
| ACE Section Luncheon |  $ -  |
| ACE TVL Section Manager |  $ 1,047.85  |
| ACE Water Taste Rep. |  $ 2,090.25  |
| ACE Director |  $ 1,538.29  |
| Executive Board/Director |  $ 1,849.12  |
| Executive Board/ RMSO |  $ 535.85  |
| Water Fly In |  $ 1,818.42  |
| Membership Summit |  $ 397.44  |
| YP Summit |  $ 1,253.06  |
| **TOTAL TRAVEL** |  **$ 10,530.28**  |
| **TOTAL EXPENSES** |  **$ 117,337.40**  |
| **NET INCOME** |  $ (36,983.84) |
|   |   |
| **DEPOSITS** | **$80,353.56** |
| **EXPENSES** |  **$ 117,337.40**  |
| BEGINNING CB BALANCE |  $ 55,208.11  |
| **ENDING CB BALANCE** | **$18,224.27** |
| OUTSTANDING DEBITS |  |
| OUTSTANDING CREDITS |   |
| **ENDING BANK BALANCE** | **$18,224.27** |
| **BALANCED** |  **YES**  |
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| **Other Accounts at BHFCU** | **12/2/2024** |
| **Regular Share 0001** |  **$ 52.17**  |
| **Premier High Yield** |  **$ 12,747.52**  |
| **9 Month Certificate 1001** |  **$ 92,258.79**  |
| **6 Month Certficate 1004** |  **$ 28,136.52**  |
| **TOTAL of all above accounts and checkbook** | **$151,419.27** |
|  |  |

Hi-Lites from checkbook include-

Income from AWWA Sept-Nov 2024-$464.15

Expenses Water for People-$3360 (Note-This is a “pass thru” from money raised at Conference)

 Municipal League-$650

 Three Scholarships-$3000

 Fly-In-$1818.42

Kittay also attended T&E meetings and monthly meetings with Maggie. He will be submitting his September-December time sheet in a few days so check can be written within the 2024 calendar year for tax purposes.

**Director’s Report:** B Hoellein reported-

I have had little involvement on the national level the past few months.

I attended one special meeting via conference call. The meeting was related to AWWA comments to EPA related to the Lead and Copper Rule Improvements (LCRI). The principal issue is related to “control” of water service lines up to the wall of the private building.

I will be attending the Winter Board Meeting at Hilton Head SC January 24 and 25, 2025

I will attend ACE 2025 in Denver, and the associated board meeting June 7 and 8, 2025

**SDWWA Liaison Report:**  Lewis reported. Nothing to report at this time. The next SDWWA Meeting is January 12, 2025 in Fort Pierre during the SDARWS Tech Conf.

**Chair Report:** Newman reported as follows-

1. Submitted Q4 Source to Stream article.

2. Prepared 2025 draft budget for review.

3. Attended monthly meetings with our Section Relationship Manager, Tom Clark.

4. Hosted SDSU Student AWWA-WEF November Meeting.

5. Attended T&E Committee Meetings.

B Hoellein moved to accept the previous reports. Skillingstad seconded. Motion passed.

**Council and Committee Business:**

**Administrative and Policy Council:** Skillingstad reported as follows-

Membership

· 5 new members in the last two months.

· Current membership count is ~200.

· Section Membership Challenge ended July 31st.

Met a 3% growth goal resulting in a $600 reward and we will receive $1,000 for the Section with the most improved recruitment for similarly sized sections.

Performance Review-The Section Manager performance review was completed after the annual conference.

Membership Summit-January 15-17 at Omni Interlocken Resort, Broomfield CO

**Technical & Education Council:** Myers reported as follows-

1. T&E Committee Recent activities
	1. Monthly Committee meetings
	2. 2024 Annual Conference – Water Section

 TOP OPS- Winners Gregg Tiehen, Jesse Gage, and Josh Lewis

1. T&E Action Items for 2025

 Spring Seminar-Mitchell, SD March 25-26

 Annual Conference-Pierre SD September 10-12

 RCAP-Awaiting feedback from national AWWA

1. Training Calendar

|  |  |  |
| --- | --- | --- |
| **DATE** | **Conference** | **In-person** |
| January 14-16, 2025 | SD Rural Water – ATC | Pierre, SD |
| March 25-26, 2025 | Water Seminar | Mitchell, SD |
| September 10-12, 2025 | Annual Conference | Pierre, SD |

**Public Affairs:** A Hoellein reported as follows-

The main project for the Public Affairs committee is the PAC Raffle and to sell mulligans at the golf tournament held during the fall conference. The dollars generated from these two projects support Water for People and Water Equation. This year’s conference the PAC Raffle and golf mulligans brought in a total of $$2,730. With the YP Bean Bag Tournament bringing in $630, a total of $3,360 was donated to Water for People. May want to include Water Equation in future contributions.

The following is a snapshot of the Water for People Program in 2023:

* 229,682 people reached with new or improved water services
* 296,767 people reached with new or improved sanitation services
* 228,393 people reached with hygiene education
* 171 schools with access to improved water, sanitation, and hygiene
* 22 health clinics with access to improved water, sanitation, and hygiene
* 505 communities with new or improved water service

I listened in to the Water for People Check In meeting on December 4, 2024. A short presentation was given overviewing the Water for People program.

**Water Industry Council:** Goodmanson reported-

The 2025 AWWA Water Matters Fly-In is scheduled for April 8-9. The Fly-In is a two- day event where delegates from each state go to Washington D.C. and meet with Congressional Leaders to discuss current water issues important to AWWA. South Dakota sends two delegates to D.C. for the Fly-In event. Travel expenses are reimbursed for one of the delegates by the National AWWA and the travel expenses for the second delegate are reimbursed by the South Dakota Section, AWWA. The Water Industry Chair is typically one of the delegates. The second delegate is another South Dakota AWWA member interested in attending and typically someone who has not attended in the past. Let me know if you are aware of any South Dakota AWWA members that might be interested in attending the Fly-in. AWWA will be co-hosting a Water Week Policy Forum on the afternoon of April 8, in partnership with the National Association of Clean Water Agencies (NACWA), Water Environment Federation (WEF), Water Research Foundation (WRF), Water Reuse, and the Association of Metropolitan Water Agencies (AMWA).

Let me know if you are aware of any South Dakota AWWA members that might be interested in attending the Fly-in. I did reach out to Eric Witt with Brookings Utilities but I have not heard back.

After the first of the year, I will start to work on scheduling times to meet with office staff from all three of South Dakota’s Congressional Leaders.

**YP Committee:** Kast submitted the following:

1. YP Council Activities
	* 1. Meeting on December 5-Discussed events for 2025
			1. Social Event March 25-Bowling in Mitchell (invite everyone)
			2. YP Group meeting set for January 21
2. Upcoming Events
	* 1. YP Summit in Dallas, TX-February 9-12

**2025 Budget:** Newman reported. A draft budget was sent out prior to meeting. A line-by-line analysis was done. A few adjustments were made. Newman will distribute an updated budget.

**Other Business:**

 **Conflict of Interest Policy:** Kittay will send out again this year.

 **Section Branding/Logo/Apparel/Banner:** Discussion ensued over an alternate color and the state outline to be added.

 **Section Apparel:** Will order shirts for the new board members.

**RCAP Trainings:** No more info.

**Membership Growth:** Planning on 1% for 2025.

 **2025 Conferences/Seminars:**

Membership Summit: January 15-17, Denver, CO

YP Summit: February 9-11, Dallas, TX

Spring Seminar: March 25-26, Mitchell, SD

Water Matters Fly-In: April 8-9, Washington, D.C.

RMSO 2025: TBD, Detroit, MI

ACE: June 8-11, Denver, CO

Annual SDWWA Conference: September 10-12, Pierre, SD

Others?

**Library/2025 Book Order:** Kittay will determine the order.

**2025 Future AWWA-SD Section Board Meetings:**

 March 24-Mitchell at Water Seminar

 July via Teams

 September 9-Pierre at SDWWA Conference

 December via Teams

**Adjourn:** B Hoellein moved to adjourn. Myers seconded. Motion passed. Meeting adjourned at 2:15 pm.

Minutes Submitted by Rob Kittay-December 16, 2024

**Committee Chairs:**

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| --- | --- |
| Position | 2024-2025 |
| Chair | Kevin Newman |
| Chair - Elect | Rachel Kloos |
| Past - Chair | Matt Erickson |
| Secretary/Treasurer | Sam Cotter |
| Public Affairs Council Chair | Austin Hoellein |
| Technical & Education Council Chair | Chris Myers |
|  Water Utility Council Chair | Kyle Goodmanson |
| Administrative & Policy Council Chair | Casey Skillingstad |
| Young Professionals Chair | Hannah Kast |
| Director | Brian Hoellein |

Other personnel include Rob Kittay-Section Manager and Ted Lewis-SDWWA Liaison.