

**Unapproved Minutes**

**SDAWWA Executive Board Meeting**

**April 2, 2024**

**Wilbert’s Alehouse and Events - Brookings, SD**

**Members Present:** Matt Erickson, Kevin Newman, Ben Haecherl, Sam Cotter, Austin Hoellein, Kyle Goodmanson, Casey Skillingstad, Kyla Diaz, Brian Hoellein, Rachel Kloos

**Members Absent**: Joe Honner

**Others Present:** Rob Kittay-Section Manager, Chris Myers-T&E Co-Chair, Ted Lewis-SDWWA Liaison

**Call to Order:** Erickson called the meeting to order at 6:04 pm. A quorum was present.

**Approval of Agenda:** Kittay had emailed the agenda and had the agenda for this meeting placed on the web site. Kloos moved toapprove the amended agenda. Newman seconded. Motion passed.

Kittay asked about declaring any conflicts of interest.

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

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

**Reports:**

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

 **Summary:**



* Treasurer roles: Review accounts, download statements, check bookkeeping.
* Treasurer approves timesheet / payment to Section Admin (Rob)

**Certificates of Deposit:**

* Black Hills FCU – 14 mos - $52,739.29 – 4.0% - matures on 5/13/24
* Black Hills FCU – 24 mos - $27,675.70 – 2.26% - matures on 11/4/24

**Checking Account Highlights:**

* QuickBooks subscription (unbudgeted, but necessary)
* Received section allotment from AWWA
* SDARWS Membership ($525 expense. $550 budgeted)
* YP Social ($73 expense YTD. $500 budgeted “YP Events”)
* SD AWWA Shirts ($681 expense. $600 budgeted)
* Travel reimbursements:
	+ Winter Board ($1,849 expense. $1,750 budgeted)
	+ Membership Summit ($397 expense. $1,000 budgeted)
	+ YP Summit ($1,253 expense. $2,000 budgeted)

**Checking summary attached:**

Checking account credit/debit 12/7/2023 – 3/31/2024

Goodmanson moved to reduce the money in the checking account down to $30,000 via a CD. Skillingstad seconded. Motion passed.

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

 **AWWA Checkbook-**$71.333.90 as of March 26, 2024

 **Regular Share Account-**$52.17 as of March 26, 2024

**Certificates of Deposit (all as of March 26, 2024):**

Black Hills FCU-24 month - $27,623.33 – 2.26% - matures on 11/4/24 $101.08 Interest YTD

Black Hills FCU-14 month - $52,564.00 – 4.0% - matures on 5/13/24 $337.61 Interest YTD

Black Hills FCU-Premium High Yield-$12,659.77—1.25% $25.78 Interest YTD

 **Checkbook Highlights from December 1, 2023-Present:**

 **Income-**

 Received from AWWA 12/8/23-$433.15

 Received from AWWA 1/12/24-$410.25

 Received from AWWA 2/9/24-$524.15

 Received from AWWA 3/1/24-$4200.00

 Received from AWWA 3/15/24-$15,502.00

 **Expenses-**

 SDARWS 12/13/23-$525.00

 Rob Kittay-Oct-Dec 2023 12/22/23-$962.50

 IRS 1/26/24-$130.24

 B Hoellein Winter Meeting 1/29/24-$1849.12

 C Skillingstad Membership Summit 3/5/24-$397.44

 M Erickson Shirts 3/11/24-$681.80

 B Meyer YP Meeting 3/13/24-$1253.06

He had also attended T&E meetings, monthly meetings with Maggie, and did a lot of work on Water Seminar.

**Director’s Report:** No report.

**SDWWA Liaison Report:**  Lewis reported. The SDWWA Conference is September 11-13 at the Lodge in Deadwood. He had spoken to Bill Thorson.

**Chair Report:** Erickson reported as follows-Submitted an S2S articles, attended insurance webinar, AMS data management transmission items from AWWA, attended monthly meetings with Maggie.

Skillingstad moved to accept the previous reports. Goodmanson seconded. Motion passed.

**Council and Committee Business:**

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

 Subitted an S2S article

 Attended membership mtg in Denver

 Submitted a membership action plan

 Spoke about individual membership vs utility membership

 There is a free membership available for an operator

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

1. T&E Committee Recent Activities
	1. Monthly Committee meetings
	2. New Co-Chair – Chris Meyers – City of Sioux Falls
2. T&E Action Items for 2024
	1. Water Seminar 2024 – Brookings, SD
		1. 87 signed up – as of April 1
		2. 19 speakers
	2. 2024 Operator Training Sessions
		1. RCAP program is not active in 2024.
		2. We are planning two 8-hour sessions for operator training (east and west) in 2024.
		3. Planning and discussion in process.
			1. Use no-cost venue, volunteer time.
			2. Minimal cost training with significant benefit to operators.
3. Training Calendar

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **Conference** | **Virtual/In-person** | **Notes** |
| April 3-4, 2024 | Water Seminar | Brookings, SDWilbert Square Event Center  | 1.5 days |
| September 11-13, 2024 | Annual Conference | Deadwood, SD | \*\*Planning Session for ATC Conference |
| January 14-16, 2025 | SD Rural Water Annual Technical Conference | Pierre, SD |  |

**Public Affairs:** Austin Hoellein reported as follows-No new news since SDWWA Conference.

**Water Industry Council:** Goodmanson reported-

The 2023 AWWA Water Matters Fly-In is scheduled for April 9-10. 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. This year the second delegate is Ted Lewis from City of Sioux Falls. Let me know if you are aware of any South Dakota AWWA members that might be interested in attending the Fly-in next year.

Contact has been made with office staff from all three of South Dakota’s Congressional Leaders. Meetings are scheduled for April 9th at 1pm with Thune’s office, and 4 pm with Senator Rounds office. Still trying to get a time verified with Johnson’s office.

Topics that may be discussed are: some combo of PFAS/CERCLA, water infrastructure funding, water affordability, cybersecurity.

Also working on a meeting with the Drinking Water Program.

AWWA contact Nancy Sullivan Manager Section Services. nsullivan@awwa.org

**YP Committee:** Diaz submitted the following:

1) YP Council recent activities:

a. Meeting on January 4th

i. Planned social events during operator trainings

ii. Planned quarterly meeting

b. 2 Social Events

i. January 23rd - Trivia in Rapid City- 2 participants

ii. February 6th - Trivia in Sioux Falls-5 participants

 c. YP Summit - Portland Oregon

i. Ben Meyer attended

d. Quarterly Committee meeting on March 18th

i. Trivia

ii. 5 participants

2) Upcoming Events

a. Spring Seminar

i. Hosting bowling on April 3rd at Water Seminar

**Other Business:**

**Conflict of Interest Policy:** Goodmanson and Kloos have not submitted their COI. Kittay resent the COI form to them.

**ACE Schedule and Attendance:** Brian Hoellein and Honner will be attending. Hoellein is transitioning to the director position.

**Association Management System Update:** A new system from RMS will be launched in September 2024.

**Section Branding/Logo/Apparel/Banner:** AWWA is in the process of redoing the logo so it might make sense to wait for the banner. Other sections had issues with this.

 **Member Data Policy Update:** AWWA has revamped their member data policy.

 **Membership Marketing Campaigns:** New 2024 campaign is now out.

**Strategic Plan Action Items:** Erickson went thru some of the action items.

 **2024 Conferences/Seminars:**

Water Seminar: April 3-4, Wilbert Square Events Center/Comfort Suites University-Brookings

Water Matters! Fly-In: April 9-10, Washington, D.C.

RMSO 2024: April 28-30, Green Bay, WI -Newman and Erickson are going. Discussed gifts to bring.

ACE June 10-13, Anaheim, CA

Annual SDWWA Conference: September 11-13, Deadwood, SD

Others?

 **Library Inventory/2024 Book Order:** Think ahead for the next order

**2024 Future Board Meetings:**

 July via Teams

 September 10-Deadwood at SDWWA Conference

 December via Teams

**Adjourn:** Goodmanson moved to adjourn. Haecherl seconded. Motion passed. Meeting adjourned at 8:30 pm.

Minutes Submitted by Rob Kittay-May 3, 2024

**Committee Chairs:**

|  |  |  |
| --- | --- | --- |
| Position | 2022-2023 | 2023-2024  |
| Chair | Ben Haecherl | Matt Erickson |
| Chair - Elect | Matt Erickson | Kevin Newman |
| Past - Chair | Brian Hoellein | Ben Haecherl |
| Secretary/Treasurer | Lori Seten | Sam Cotter |
| Public Affairs Council Chair | Austin Hoellein | Austin Hoellein |
| Technical & Education Council Chair | Rachel Kloos | Rachel KloosChris Myers |
|  Water Utility Council Chair | Kevin Newman | Kyle Goodmanson |
| Administrative & Policy Council Chair | Casey Skillingstad | Casey Skillingstad |
| Young Professionals Chair | Kyla Diaz | Kyla Diaz |
| Director | Joe Honner | Brian Hoellein |

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