

**Unapproved Minutes**

**SDAWWA Executive Board Meeting**

**April 30, 2023**

**Custer SD**

**Members Present:** Matt Erickson, Kevin Newman, Casey Skillingstad, Austin Hoellein, Brian Hoellein, Ben Haecherl, Joe Honner, Kyla Diaz, Lori Seten

**Members Absent**: Rachel Kloos

**Others Present:** Rob Kittay-Section Manager, Kyle Goodmanson, Maggie Vaulman

**Call to Order:** Haecherl called the meeting to order at 4:02 pm. A quorum was present.

**Approval of Agenda:** Brian Hoellein moved toapprove the agenda. Skillingstad seconded. Motion passed. Kittay noted that the agenda had been placed on the web site as well as the minutes from the last meeting.

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

Honner entered meeting.

**Reports:**

**Treasurer’s Report**: Lori Seten submitted the Treasurer’s Report. As of April 28, 2023, the Profit/Loss shows $8201.28 income over expenses. Net worth is $144,243.84 as of April 30, 2023.

**Certificates of Deposit:**

Black Hills FCU – 24 month - $27,063.67 – 2.26% - matures on 11/4/24,

Black Hills FCU – 24 month - $50,706.51 – 4.0% - matures on 5/13/24.

**Highlights from February-April, 2023:**

Received the EPA/Small Systems Workshop-$4,200 on February 16

Received the allotment from AWWA-$15,000 on April 21

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

* Water Seminar complete (125 in attendance), and Kittay is waiting for the motel bill to determine the P/L.
* Has been monitoring the email site regularly.
* Worked on getting the credit card changed from Deville over to him. Kittay has temporary card. Permanent card will be sent to Seten within 5-7 business days. What are ground rules for credit card?
* Done some training with Maggie Vaulman.
* Indicated that he would like to turn his timesheet in every two months to Seten/ Haecherl.
* Need to meet with Seten/Haecherl about AWWA survey due prior to ACE
* If anyone has anything that they want him to do, please ask.

**Director’s Report:** Honner gave report-Reviewed water seminar. Reviewed complaint against NE Section. There are no issues here in SD.

**SDWWA Liaison Report:**  Goodmanson reported. SDWWA is going to have a strategic planning session in Chamberlain on June 21-22.

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

1. Attending monthly meetings with AWWA National rep (Brian, Ben, Matt, Rob, Maggie).

2. Meetings and coordination as needed for planning RMSO (Brian, Ben, Matt, Rob, Maggie).

3. Selected and purchased gifts for RMSO attendees (40 attendees not from SD).

4. Assisted with (moderated) at Water Seminar.

5. Working with Lori to establish job description for treasurer position.

6. Coordinating ad-hoc committee to review Section committees.

Brian Hoellein moved to accept the previous reports. Diaz seconded. Motion passed.

**Council and Committee Business:**

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

Membership

o 2023 Membership Action Plan submitted

 2% membership growth

o Current membership summary

 Current member count 191 (net -2 member in 2023)

 2023 new members: 4

Membership Challenge Resources

o Membership Dashboard

o Membership Challenge Status and Stats

**Technical & Education Council:** Kloos sent the following report-

1. T&E Committee Recent activities

a. Monthly Committee meetings

b. Strategic Planning

2. T&E Action Items for 2023

a. Water Seminar Planning

i. Completed March 29-20, 2023

ii. Yankton SD

iii. 75 signed up originally and 15 were added w/ date change

Additional 30 registered at door

26 operators w/in 60 miles of Yankton.

Location was key-great feedback

a. EPA/RCAP Training for 2023

i. Requested two with stipend.

ii. Three completed by March 2024.

3. Training Calendar

August 2023 EPA/RCAP 1 day East River

Sept/Oct 2023 EPA/RCAP 1 day West River

September 13-15 Conference Spearfish

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

The Public Affairs Committee consists of Bill Sarringar, Andrea Greise, and Gavin Graverson. The main project for this committee is the PAC Raffle at the fall conference. There has been no activity since our last meeting in March. We also 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. Activity for the committee will increase in the coming months as we prepare for the fall conference.

**Water Utility Council:** Newman reported-The Legislative Update Luncheon in Pierre with Mark Mayer-DANR has not been scheduled yet.

**YP Committee:** Diaz reported as follows-

1. YP Council recent activities:

a. YP Summit March 26-28, 2023 In Sacramento-Diaz attended

b. Submitted S2S Article April 27th

2. Upcoming Events

a. YP volunteer activity this summer

b. Bean Bag Tournament at Conference

**Other Business:**

**RMSO:** Haecherl reported on SD gifts/memorabilia for RMSO

**RCAP Contract:** Two trainings in 2023

**Water 2050 Time Capsule:** Vaulman reported on this objective-“No water, No ???”

**Bylaws Update:** Vaulman reported. They need to be reviewed every five years. Need to reconcile Association by-laws vs Section by-laws. Post by-laws on web site. Skillingstad and Vaulman work on by-laws to review at July mtg.

**Treasurer Position:** A succession plan for the Secretary/Treasurer is needed. May have Kittay handle the check book w/ the new treasurer overseeing him. Brian Hoellein may be willing to be treasurer as he is going off of Board. Brian Hoellein motioned to purchase Quick Books. Erickson seconded. Motion passed. Setem would like to turn the books over in September.

**Incoming Director:** Honner’s term will end in June 2024. New director to be elected at Conference with term starting at following ACE. Candidate must be a past-chair. Some names were discussed. The term will go until June 2027.

**SDAWWA Library:** No library requests have been made lately. Some alternatives were discussed.

Newman entered meeting.

**Strategic Plan Action Items:** Haecherl discussed what has been done and asked the work to continue working on action items from the plan-Committee Review.

**2023 Conferences/Seminars:**

ACE: June 11-14, Toronto-10 from SD are registered

. Annual SDWWA Conference: Sept 13-15, Spearfish

**2023 AWWA Board Meetings:**

July ??, Virtual-Haecherl will determine and send email

September 12 Evening, Spearfish (Annual Conference)

December ??, Virtual

**Adjourn:** Erickson moved to adjourn. Skillingstad seconded. Motion passed. Meeting adjourned at 5:21 pm.

Minutes Submitted by Rob Kittay-May 3, 2023