



## **Board of Trustees Meeting Minutes**

September 16, 2016  
Boyne Highlands Resort

**Present:** Greg Alimenti, Mark Coleman, Clyde Dugan, Jaime Fleming, Bill Maier, Barbara Marczak, Christine Spitzley, Amy Vail, Joe VanderStel, John Willemin, Mike Williams

**Guests:** Steve Dennis, Jerry Harte

**Staff:** Bonnifer Ballard

Called to order at 12:39 pm.

Willemin thanked Spitzley and Fleming and the program planning committee for a great conference. He thanked Mr. Dennis and Mr. Harte for participating, and he welcomed new board members.

### **Approval of Agenda**

MOTION: Spitzley moved with support to approve the agenda. Motion passed unanimously.

### **Secretary/Treasurer's Report**

Williams indicated that he has been having transition meetings with past Secretary/Treasurer Brian Thurston as well as Bonnifer Ballard.

### **Resolution regarding Section Checking Accounts**

Be it resolved that the Board of Trustees of the Michigan Section of the American Water Works Association hereby removes check signing privileges from Brian Thurston to coincide with his end of term in office. The Board further resolves to grant check signing privileges to Secretary/Treasurer Michael Williams for the PNC account and the Mercantile Bank account, while retaining check signing privileges for Association Director Mark Coleman and Executive Director Bonnifer Ballard.

MOTION: Dugan move with support to adopt the resolution regarding Section checking accounts as written. Motion passed unanimously.

Resolution regarding Section investment accounts

Be it resolved that the Board of Trustees of the Michigan Section of the American Water Works Association hereby removes signing and management privileges of the Section's Merrill Lynch accounts from Brian Thurston, Randall Roost, and Brian Steglitz to coincide with their end of terms in office. The Board further resolves to grant signing and account management authority to Secretary/Treasurer Michael Williams in his role as Treasurer and Mark Coleman in his role as Director in order that they manage accounts held at Merrill Lynch in accordance with board policies.

MOTION: Maier moved with support to adopt the resolution regarding Section investment accounts as written. Motion passed unanimously.

Williams then asked all Board members to complete and sign the conflict of interest statement, an annual process considered a best practice. Ballard will collect and retain them on file.

### **Chair report**

Willemin distributed an updated Board roster and organizational chart. He reviewed updates to liaison assignments, reporting the following: Maier to the Communications Council, Fleming to the Membership Council, Dugan to the Government Affairs Council, VanderStel to the Education & Training Council, Alimenti to the Conference & Recognition Council, and Vail to the Technical Network Council.

Willemin also created a task force charged with reviewing all volunteer bodies to better understand the wellness and activity of each and make recommendations for any that need to be sunsetted. He asked for volunteers and requested that a recommendation be made by the Summer Board meeting. Volunteers included Vail, Marczak, and Spitzley. Other members suggested were Patrick Droze, Kyle Tryan, Richie Garcia, and Janice Skadsen. Willemin will extend invitations to at large members in the coming weeks.

### **Board Activities**

Willemin reviewed the Board Calendar, highlighting that the major change is no overnight for the Summer Board meeting. He explained that this is the approach for 2017 and that next year's chair can always reinstitute the overnight portion of the meeting. He indicated that he will be adding a check-in meeting with council leadership to the calendar.

Willemin asked for volunteers to do the Section update at regionals meetings. Volunteers are as follows:

UP Distribution in Gladstone - Willemin

Mt Pleasant - Spitzley

Gaylord - Vail

Kalamazoo - VanderStel

Livonia - Maier

**Visitor Comments**

Mr. Harte thanked the Board for their hospitality and kudos to program committee for a great program.

Mr. Dennis thanked the Board for their hospitality and warm welcome. He reported that he learned a lot about how water works in Michigan, very similar to California. It helped validate California's approach.

**Open Floor**

Willemin thanked staff for their work this week and opened the floor for last comments.

Williams asked about the section assessment. Willemin explained the background and planned approach. Ballard to send proposal to new board members. Board members and council members are going to be spokespeople and champions. The Section Assessment Task Force will take the lead.

Adjourned 1:24pm