



Board of Trustees Meeting (virtual)

April 24, 2020 Minutes

Present: Jaime Fleming, Bill Fritz, Wayne Jernberg, Ken McDonough, Matt Parks, Cheryl Porter, Paul Reinsch, Christine Spitzley, Pat Staskiewicz, Aaron Uranga, Gary Wozniak

Guests: Eric Oswald

Staff: Bonnifer Ballard, Stacey Kukkonen

Called to Order at 9:03 a.m.

Approval of Agenda

MOTION: Fritz moved with support to approve the agenda as presented. Motion approved unanimously.

Approval of Minutes

MOTION: Jernberg moved with support to approve the Jan 20, 2019 minutes as presented. Motion approved unanimously.

Approval of Consent Agenda

Consent Agenda included

- Operations Dashboard
- Council Updates
- Resolution to Apply for Paycheck Protection Program
- State Drinking Water Advisory Council update
- Great Lakes Compact update
- Water Use Advisory Council update

MOTION: McDonough moved with support to approve the consent agenda. Motion approved unanimously.

Visitor Comments

Oswald reported that staff is all working from home and layoffs are beginning but no one from the Drinking Water office has been laid off yet. EGLE continues to hold their weekly Public Water Supply calls to gather input on COVID 19 challenges and other issues. Getting in homes remains a challenge while trying to help systems stay in compliance with LCR. Also, water shut offs due to non-payment after the executive orders are lifted will pose a particular challenge. There will likely be a statewide conversation about affordability for water customers and water systems. He expressed his appreciation for the dedication of water professionals during this time and encouraged Board members to send questions to the EGLE email address.

Treasurer's Report

Spitzley provided an overview of the cash projection for 2020 in light of the pandemic indicating that currently the projection shows an estimated \$85,000 next loss for the year. Ballard provided an overview of the organization's cash position and then provided an explanation of the decision tree and reviewed the dates by which each event would need to have a go/no go decision made to

keep financial liability to a minimum. The Board discussed the effects of the pandemic, including community water supplies' budgets and travel restrictions as well as a culture of fear that may last longer than the pandemic.

MOTION: McDonough moved with support to transition all in-person trainings for the remainder of 2020 except MI-ACE and Regional Meetings to a virtual option. Motion passed unanimously.

MOTION: Fleming moved with support to remove overnight summer Board mtg from the 2020 budget. Motion passed unanimously.

MOTION: Staskiewicz moved with support to remove CPO from the 2020 budget. Motion passed unanimously.

MOTION: Staskiewicz moved with support to increase the credit line for the Section through Mercantile Bank from \$20,000 to \$30,000 total. Motion passed unanimously.

MOTION: Fleming moved with support to authorize SWIE's request for an additional \$8,958.81. Motion passed unanimously.

MOTION: Jernberg moved with support to pay based on a net zero cost to the Section for Borchardt. Motion pass unanimously.

Fleming asked that a formal agreement be put in place with U of M for future Borchardt support.

Chair's Report

Reinsch shared a personal letter from Eric Johnson to the board where Eric expresses his appreciation for the Board and staff during his medical leave. He also reported that the Executive Committee made the decision to cancel the 2020 Leadership Retreat to avoid additional financial liability. He further presented the offer by Bay Pointe Inn to apply the 2020 deposit to a 2021 contract that would commit funds according to the 2020 contract.

MOTION: Fritz moved to authorize the signing of the 2021 contract for the Leadership Retreat. Motion failed unanimously.

MOTION: Fritz moved to instruct staff to negotiate better terms for 2021 contract with Bay Pointe Inn. Motion rescinded.

MOTION: Fleming moved with support to cancel the Retreat for 2021. Motion rescinded.

Reinsch reviewed the decision making processes for the Section according to the bylaws, specifically for the Executive Committee and Executive Director. He also highlighted the challenges of coordinating the election of Board members at the Annual Meeting if MIAWWA ACE is cancelled or held virtually. Ballard will review the bylaws and provide the Board with a summary of options for meeting the Annual Meeting requirement. Reinsch went on to report on the membership challenge and encouraged the Board to remain stewards of AWWA membership. Finally, he reported on the update from Midwest Strategy Group. The Stay Home order was extended to May 15 with some relaxing of restrictions

Director's Report

Staskiewicz reported on Association activities. The Association cancelled ACE20 and is working on how to deliver the content virtually and how to recognize award winners. RMSO Region III was

cancelled with an offer for attendees to join Region IV. Visiting officer assignments have been cancelled for fall travel and will be determined at a future date. Membership internationally is on target. The Association remains financially strong.

As chair of the Nominations Committee, Staskiewicz reported that the slate is as follows:

- Aaron Uranga – Chair-Elect
- Molly Maciejewski – Trustee
- Rick Solle – Trustee

He thanked Aaron for stepping up to this role.

As chair of the Planning & Strategy Committee, he reported that the committee has been working virtually and the committee will have a plan to present to the Board for its summer board meeting.

Executive Director's Report

Ballard reported on her activities during the Stay Home Stay Safe order, including the Critical Infrastructure calls, the weekly EGLE calls, and regular communications with EGLE's Op Cert staff, MWEA, MRWA, and MiWARN. She suggested that the Section may want to consider a structured partnership with MWRA. Ballard reported that volunteer work has paused as everyone focuses on their most urgent work. She did report that there is a volunteer orientation the first week in May. She also reported on a recruitment campaign that the Membership Council is working on, and asked that everyone send the correct email for retention cards for new members. Ballard also reported the Contest Committee is discussing how to recognize 2020 competitors since ACE20 is cancelled.

Ballard let the Board know that she will be working with staff and Section Services on standard cancellation language for contracts. She also asked the Board to consider whether the Section is ready to purchase event cancellation insurance as a regular practice. She will bring both to the Board at the summer Board meeting.

Ballard asked that the Board consider the next steps for the Michigan Water Academy development. The group agreed that strategic investments should focus on courses to develop first.

Ballard reported that she had granted staff special time off in light of the stresses of life during the pandemic and that staff meetings are still being held regularly.

Old Business

Reinsch provided an overview of the Advocacy Day that MI-AWWA did with MWEA and Midwest Strategy Group.

Reinsch asked that Student chapters be explored and prioritized as a member recruitment and retention strategy

Reinsch reported that he and others have submitted an abstract on LCR to the AWWA Infrastructure Conference and MI-ACE 2020.

New Business

Wozniak reported that he worked with Joe VanderStel to do a Water Works News article on Jim VandeWege as he prepares to retire. Spitzley suggested a video message to Jim as he retires. Reinsch suggested that there should be a standard, consistent way to recognize people as they retire.

Reinsch reported that the EGLE Joint Funding Agreement is on hold.

Reinsch reported that he is working with Ballard and MWEA to update the Memorandum of Understanding.

Reinsch reported that he and Fleming will be conducting the Chairs meeting in May to give Fleming the opportunity to connect with council leadership.

Spitzley reminded people that the Section has an RFP for investments out and the Finance Committee will review in the coming weeks.

Spitzley has a long presentation on the Michigan LCR experience and is happy to share it.

Board Activities

Reinsch went through all of the events.

- May 14, 2020 – Chairs meeting virtual
- Jun 23-24, 2020 UP Water Works Institute –Wozniak
- Jul 2020 Summer Board Meeting – Grand Rapids, MI canx
- Jul 2020 Summer Workshop – Denver, CO – Spitzley, Reinsch

Privelege of the Floor

McDonough announced that he would be retiring in 2021.

Meeting adjourned at 11:52 a.m.

Respectfully submitted, Christine Spitzley, Secretary/Treasurer