

Board Meeting Minutes

Date: April 16, 2015

Location: Brown and Caldwell

In Attendance:

First Name	Last Name	Email	Company
Andy	Mally	mallyaj@bv.com	Black & Veatch Corporation
Robert	Mccandless	rmccandless@brwncald.com	Brown and Caldwell
Michael	Hwang	mhwang@ch2m.com	CH2M HILL
Lori	McCallum	lori.mccallum@chandleraz.gov	City of Chandler
Doug	Toy	doug.toy@chandleraz.gov	City of Chandler
Robin	Bain	robin.bain@peoriaaz.gov	City of Peoria
Gary	Gin	gary.gin@phoenix.gov	City of Phoenix
Brian	Biesemeyer	bbiesemeyer@scottsdaleaz.gov	City of Scottsdale
Miranda	Allaire	miranda.allaire@gwresources.com	Global Water Resources
Brad	Tackett	ctackett@greeley-hansen.com	Greeley and Hansen
Tim	Thomure	timothy.thomure@hdrinc.com	HDR
Karlene	Martorana	Kmartorana@swlaw.com	Snell & Wilmer LLP
Maria	Brady	maria.brady@stantec.com	Stantec Consulting Services Inc.
John	Kmiec	jkniec@marana.com	Town of Marana
Jeff	Biggs	jeff.biggs@tucsonaz.gov	Tucson Water
Lisa	Culbert	watereuseaz@cox.net	WaterReuse AZ

The meeting was called to order at 12:15 PM following the SCAPR Update presentation by Tim Thomure.

Brian introduced our new Legislative Committee Chair Alan Dulaney and new legislative committee member Karlene Martorana.

ACTION ITEMS ARE HIGHLIGHTED

1. Board Agenda Items

- a. January and Board Retreat meeting minutes were approved with a motion from Jeff Biggs and second from Robin Bain. Lisa will send both to be posted to the website.
- b. The board voted on the tag line to be used on the t-shirt that will be given to our symposium attendees. The board unanimously agreed

to use our new vision statement, “Arizona’s Recycled Water Authority”. The vision statement will be placed on the back with the logo on the front left side of the t-shirt.

- c. Future Meetings – how can we improve first webcast presentation?
 - i. Physical attendees said they appreciated the presentation being added to the meeting. Lisa requested feedback from Guy Carpenter and Bob Hollander who both attended via webcast.
 - ii. Lisa will confirm that our future locations have the equipment required to host the presentation webcast (projector, screen, good audio microphone, internet).
 - iii. Lisa will request script from National to include opening introduction of speaker and appropriate closing statements.
 - iv. Need to have 2nd computer available to monitor the “chat” function coming in from webcast attendees
 - v. Suggested that we restructure the timing of the presentation webcast so that physical attendees are present, sign-in, etc. Maybe webcast begins 15 min later?
 - vi. Webcast was recorded. Lisa will make sure that it is posted to our meetings page and to our current news page.
- d. Proposed By-Law Change, revising the Annual Report Date has passed – Lisa will send to National
- e. Board Polo shirts and samples for members to purchase were approved

2. Reports

- a. National Board Happenings (Brian)
 - i. Next meeting is May 4, during the research conference, Brian is attending
 - ii. Four new directors are up for election to begin merging the association and foundations boards
 - iii. A board task force has been created to look at committee structures
- b. Financial Report (Maria)
 - i. 2015 budget
 - ii. Reserve amount – 15-20K for SCAPR communication
 - iii. Research funding – move line item for reserves (15% of dues income). Fund started in 2008.
 - iv. Maria will have minor changes made to the budget and email to board
- c. Committee Reports
 - i. Membership (Robin Bain)
 - Several current members need to renew (Robin & Lisa will call to remind)
 - Added since last report, Snell & Wilmer (Associate member)

and Ryan Marshall (NAU student member)

- A table has been reserved at AZ Water conference
- Membership packets have been requested from National
- Stantec is assisting in the design and purchase of our new AZ Chapter banner and table drape.
- A discussion about purchasing chapter pins was tabled for now.
- Robin will generate a recruitment letter and send to everyone to help with contacting the list identified below.
- We need to add membership recruitment statements throughout our symposium script.

Agency/Entity	Volunteered to contact	Status
EPCOR	Maria	
El Mirage	Robin	
PACE	Robin	
Oro Valley	Jeff	
Metro Water	Tim	
Liberty	Maria/Brad	
Casa Grande	Guy	
Cave Creek	Robin	
Fountain Hills	Rob	
Gilbert	Rob	
Glendale	Brian / Tim	
Goodyear	Rob	
Mesa	Brian / Bob	
Prescott	Channah / Tim	
Prescott Valley	Guy	
Yuma	Tim	
Freeport McMoRan	Guy / Tim	
Maricopa County	Lisa	Should be renewing
Ak Chin	Channah/Brad	
Payson	Channah	
Avondale	Robin	
Lake Havasu City	John/Channah	
Frito Lay	Rob	
Intel	Doug Toy	
APWA	Robin	
CDM-Smith	Rob	
ABCUA	Tim	
Rio Rancho	Tim	

Agency/Entity	Volunteered to contact	Status
Las Cruces	Tim	
City of LV, NM	Tim	
Cloudcroft	Tim	
Pinetop/Lakeside	Lisa/Maria	
Sierra Vista	Tim	
Show low	Lisa	
Town Sahuarita	John	
Southwest Groundwater		
Hydrosystems		
Haley & Aldrich	Tim/Lisa	
Additional targets for enhanced participation in the organization:		
Pima County – Jeff Prevatt	John / Jeff	
CH2M-Hill	Brian	
ASU		
NAU		
ADEQ – Talk to Chuck Graf		
ADWR		
Montgomery and Associates		
Clear Creek Associates		
Morrison Institute/Kyle Center	Brian / Robin	
AMWUA/Kathy Ferris	Brian / Robin	
Pinal Partnership Water Committee	Tim	

- ii. Education (Channah Rock)

Channah was not able to attend, but did send a report. She is working on advertising the scholarship application to the various universities across the state. She was also nominated and will be awarded the Nathan Burbank Environmental Educator award from AZ Water this year.
- iii. Legislative (Alan Dulaney) – welcome and look forward to report next month
- iv. Technical (Bob Hollander) – no report
- v. Scholarship (John Kmiec)

Everything is on course and we should start receiving applications in June.

 - A meeting is scheduled on June 22 at HDR to review and select awardees.
 - John saw Patrick Mette at the recent AZ Water Tucson luncheon and will be sending him an email to request an

article written by him as our first scholarship winner.

Patrick was recently employed by Westland Resources.,

vi. Symposium (Rob McCandless)

- The board reviewed the program and with a few minor adjustments it was approved. Lisa will work with BC to create the program document.
- Robin suggested that we include a Poster Session from our Scholarship winners to the offering at our Sunday night welcome/get acquainted reception and revise the wording of our flyer to include the 26th in the date. Lisa will make revisions and send flyer out for final approval.
- The off-site dinner plans at the Museum of Northern Arizona which includes a shuttle services were approved. Lisa will work with Debbie/AZ Water to formally reserve all services needed.
- There was a discussion about why we only host our symposium bi-annually and are we ready to host it annually like California and Texas? Brian said it was previously discussed by prior boards, but there were not enough volunteers to make it happen. Several board members agreed that with the addition of Lisa we should start hosting it annually. We agreed to survey attendees post conference (Lisa).
- A Travel Stipend Request was approved for travel up to \$500 for our out of state speakers. The registration fee will also be waived for out of state speakers. These include:
 - John Helminski, CA
 - Christina Montoya, TX
 - Mark Millan, CA
 - Ginger Bryant, CA
- Lisa will check to see if the hotel can provide free or discounted rooms for our out of state speakers.
- The board verified that the registration fee is waived for the date a speaker is scheduled to present. They are expected to use the 1 day fee to register for the symposium. Lisa will draft the confirmation letter with this information.
- We need a photographer to take a group photo of the board at the Symposium. Lisa will ask Erin Young if she knows someone local to Flagstaff that we could use.

3. New Business

All new business was tabled until the next meeting due to lack of time to discuss.

Meeting was adjourned at 1:50 PM