

MWWC Board Meeting Minutes
Wednesday December 10, 2008

The December 10, 2008 meeting of MWWC's board of directors was held at Panera Bread Company in Jefferson City.

2009 Chairman Don Rea called the meeting to order at 9:24 a.m. In addition to Chairman Rea, Board Members in attendance were Ken Hogan, Todd Baslee, Paul Shaw, Steve McDowell and Chris Brake. John Betz, Sandi Miller, Bob Miller also attended the meeting.

After roll call and introductions, Chairman Rea waived the reading of minutes from the October 7, 2008 board meeting which had been distributed to board members previously. Todd Baslee made a motion to approve the October 7, 2008 board meeting minutes. The motion was seconded and approved.

Chairman Rea and board members reviewed financial and membership data that had been distributed to board members prior to the date of the meeting.

Chairman Rea and Sandi Miller discussed problems with MWWC's database with the Board. Sandi Miller reported that daily back ups are being made on Flash drives; one back up copy is stored on site and another off. Paul Shaw recommended performing monthly as well as daily backups and storing a copy off site.

The Board discussed the Lodge of Four Seasons property and the differences between MWWC and MWRA's meetings at the Lodge. Chairman Don Rea concluded the discussion with reminding the Board that the MWWC plays a vital part in training operators and that it must be accepted for what it is – not compared to MRWA or any other organization.

After some discussion, Todd Baslee made a motion to buy out the Gestetner copy machine that the MWWC has been leasing, but not to purchase a service contract for it. The Board directed Sandi Miller to make arrangements, if possible, to arrange for an interest free payment plan of three or four payments for the purchase of the machine. Mr. Baslee's motion was seconded and approved.

The Board discussed Sandi Miller's proposal to initiate a cycle billing system for annual membership dues. After some discussion, Todd Baslee made a motion to adopt the cycle billing plan. Chris Brake seconded the motion which carried. One Board member voted against no.

The Board discussed staff reviews. Ken Hogan questioned the difference in hourly rate between the two part-time staff members. Chairman Rea and Sandi Miller pointed out the Andre' Davis performs technical duties including, but not limited to webpage design, creation and distribution of e-news and MWWC Mainlines newsletters, and technical support for computers and other office equipment. They further described Christopher (C.R.)'s role as general office duties: including, but not limited to data entry, word processing, processing mail, and set up and clean up for special events.

Chairman Don Rea appointed a subcommittee to determine how to distribute monies from special employee incentive (Central Bank) account. The committee consists of Chairman, Chairman Elect Todd Baslee, MWWC's lead trainer John Betz, and Executive Director, Sandi Miller.

The Board engaged in a brief conversation about the goal of the MWWC as a training organization. The Board agreed unanimously that the organization is not a for-profit-business and though its resources need to be used wisely, the goal is not to make money, but rather to provide training to water and wastewater professionals.

Todd Baslee made a motion to give year end bonuses to MWWC's staff out of the special staff incentive (Central Bank). The Board discussed the bonus proposals for full time staff and Paul Shaw asked the board to consider token bonuses for the part time staff members. Mr. Baslee's motion was then seconded and approved. Amounts of the bonuses are to be \$200.00 for Lori Cook, \$300.00 for Sandi Miller, and \$25.00 Wal-Mart gift cards for Andre' Davis and C.R. Miller.

Steve McDowell proposed that, for the sake of new operators, the history, purpose and vision of the MWWC be presented.

Under old business, Chairman Don Rea directed Billy Pecord to check into the feasibility of Director & Officer Liability Insurance. Chris Brake said that he would also look into it. The subject of Director and Officer Liability Insurance was tabled until the next board meeting.

Under New Business, Steve McDowell asked the Board if they would be interested in the MWWC sponsoring a team for a MWEA (WEF) contest. The board elected not to pursue this opportunity, but rather continue its focus on training operators.

Billy Pecord reported that several annual meeting vendors questioned why they had to break down booths at noon on Wednesday. The board discussed past years when activities on site were limited because of golf, bowling and plant tours. It was also pointed out that, at the Lodge for this past annual meeting, the same room that was used for exhibits was also used for the Wednesday evening banquet. Billy also stated that vendors were less than pleased with the Lodge of Four Seasons for slow service and lack of refreshments

After some discussion, the next board meeting was set for 9:30 a.m. Thursday March 5, 2009.

At 10:52 a.m., Paul Shaw made the motion to adjourn. Chris Brake seconded the motion which was approved and carried.