

**Minutes of the Board of Trustees Meeting
North Dakota Section of AWWA
October 13, 2020**

The fall meeting of the North Dakota Section of the American Water Works Association was held virtually on October 13, 2020. Present at the meeting were Chair, Jeff Bryson; Director, Dean Sletten; AWWA Treasurer Jon Eaton; Trustees, Adam Zach, Jim Lennington, Jim Kershaw, Troy Hall and Alan Kemmet; Secretary/Treasurer, David Bruschwein; Assistant Treasurer, Greg Wavra. Others in attendance were AWWA Section Services Staff Maggie Vaulman, Mike Berg, and Abby Ritz.

The meeting was called to order by Mr. Bryson at 8:05 a.m. with introductions.

The Secretary's Report was presented by Mr. Bruschwein. Mr. Zach moved to approve the minutes of the May 2020 Board Meeting. Mr. Sletten seconded, and the motion passed.

Mr. Wavra presented the Treasurer's Report. As of October 1, 2020, the section had income of \$25,587.96 and expenses of \$7,235.39. This leaves a net income for the year-to-date of \$17,352.57. The section has \$57,468.69 in the checking and money market accounts. The section also has \$85,270.43 in student support endowments and reserve accounts. Expenses are down significantly because of COVID. There are no liabilities. Mr. Sletten moved to accept the Treasurer's report. Mr. Bryson seconded, and the motion carried.

Committee Reports

Education & Research

Mr. Zach reported that the committee is still soliciting for One AWWA Scholarships. There will be 2-\$1,000 scholarships available. With COVID there was no spring science fair and the Surface Water Workshop was moved to 2022.

Membership

Ms. Ritz reported that she has been holding monthly committee meetings. They will be doing a virtual tabletop discussion at the end of the month on AWIA requirements. She is also working on a quarterly newsletter. She has also put together welcome letter for new members.

Water for People

Mr. Bruschwein and Wavra reported that letters have been sent out looking for donations even though there was not a golf tournament.

Water Utility Council

Mr. Berg reported that it will meet prior to the legislative session. Mr. Wavra the time frame and implementation of the Revised Lead and Copper Rule.

Mr. Zach took over presiding over the meeting as Mr. Bryson needed to depart.

Young Professionals

Mr. Sletten reported for the YP committee. At the time the committee doesn't have any immediate plans. There is a concern about finding volunteers to keep this committee going.

Investment Committee

Mr. Berg covered options that the Section has for handling the reserves and scholarship. There are two options, hire a fiduciary to manage the funds for the Section or do it ourselves. There was a discussion of the pros and cons of the two options. Mr. Sletten moved that the Section set up an investment policy for the Section to do its own investments. Mr. Lennington seconded the motion and the motion carried. The committee will now go back and develop a draft policy which it will bring to the next Board Meeting.

By-laws Committee

Mr. Berg covered that the Association has a new standard by-law for sections to review. The committee will review the current by-laws against the existing by-laws report back to the Board.

Director's Report

Mr. Sletten reported that ACE and other conferences have been cancelled, postponed or moved to virtual format. The loss of conferences and reduced membership has affected Association income. Luckily the Association has a substantial reserve, so it is ok as long as the pandemic doesn't last too long. The Association Board of Directors has adopted a strategic plan that goes through 2025.

Old Business

AWWA/MAP Small Systems Training: Mr. Wavra reported that training will take place at the end of October with two 4-hour training sessions.

AWWA/USDA Small Systems Training: Mr. Sletten reported that the Section will go with the virtual trainings option for the USDA grant. Three trainings must be completed by the end of August 2021. One training will be in November and a second in December. Third training date has not been set yet. Training topics will be Optimizing Performance, Cybersecurity, and Rate Setting.

New Business

Details of the upcoming Section Business Meeting were covered.

Mr. Bruschwein did bring up the potential replacement for the Secretary/Treasurer. Options covered included finding a volunteer or looking at paid staff.

Mr. Sletten moved, and Mr. Kemmet seconded to adjourn the meeting. The Meeting adjourned at 9:55 a.m.

Respectfully Submitted

David Bruschwein
Secretary/Treasurer