

**Minutes of the Board of Trustees Meeting
North Dakota Section of AWWA
Zoom Online Meeting
August 17, 2023**

A special meeting of the North Dakota Section of the American Water Works Association was held on August 17, 2023 at 10:00 am. Present at the meeting were Chair, Troy Hall; Director, David Bruschwein; Chair-Elect, Jim Kershaw; Past-Chair, Jim Lennington; Trustees, Alan Kemmet, Dan Overmoe, and Mark Paddock; Secretary-Treasurer, Maggie Sahr; and Section Staff, Linda Fisher.

Chair Hall requested adding a committee appointment to the end of the agenda.

Chair Hall called the meeting to order at 10:04.

Ms. Sahr moved to grant CB Accounting resolution of authority to disburse payroll and administer Section staff employment-related services using the Section's checking account. Mr. Paddock seconded. Motion carried.

The board approved hiring CB Accounting for both bookkeeping and as a payroll service provider in a prior meeting. Our next step is to allow CB Accounting authority to electronically pay staff directly from the Gate City checking account, allow them to prepare and file employment tax liabilities, such as SS and Medicare (FICA), and pay annual WSI premiums on behalf of the Section.

Chair Hall appointed Zac Ranisate as Young Professional Committee Chair. Mr. Kershaw moved to approve the appointment. Mr. Paddock seconded. Motion carried.

An ad-hoc committee appropriated at the Spring Board Meeting had previously presented its recommendation to the Chair.

Chair Hall adjourned the meeting at 10:48.

Secretary-Treasurer

Maggie Sahr