The meeting was called to order at 9:38 am by President Mark Termini.

**Present:** Eric Berggren, Dan Bounds, Dan Collins, Laurie Frieders, Brett Garelli, Mark Halm, Bernie Held, Brooke Henry, Mary Johnson, Cheryl Kunz, Kam Law, Lou Kollias, Peter Lynch, Michael Lutz, Debra Ness, Alice Ohrtmann, Dan Rivera, Dan Small, Lou Storino, Mark Termini, Fred Wu.

**Approval of Minutes:** The minutes of the September 9, 2016 Executive Board and Committee Chair meeting were reviewed.

Lou Storino moved and Erik Berggren seconded that the minutes be approved. Motion passed.

**Treasurer’s Report:** Debra Ness detailed the balances of all accounts. Total balances are $190,098. IWEA is in good financial standing.

**Old Business:**

1. The final information for the WEFTEC reception was forwarded by CSWEA. There was no budget overage this year. The possibility of holding the 2017 reception outside of the conference headquarters was discussed. The Executive Manager has also reached out to CSWEA to see if they would consider it as well. The consensus was that IWEA would investigate some possibilities and compare costs.

2. Mary Johnson brought the new logo wear in for distribution for all those that ordered. She has made a logo wear store to link to the website. The next time there is a promotion for no shipping or logo charges the membership will be notified for an additional group order.

**New Business:**

1. Lou Storino present the slate of officers for 2017-2018. Cheryl Kunz has accepted the nomination for second vice president.

   Mark Halm motioned to approve the following slate of officers for 2017-2018: Erik Berggren, President; Dan Collins, President Elect; Kam Law First Vice President; and Cheryl Kunz, Second Vice President. Kam Law seconded the motion. Motion Passed.

2. Amanda Withers was unable to attend the meeting. Lou Storino presented the nominations for awards on her behalf.

   Lou Storino motioned that the nominations proposed by the awards committee be accepted. Dan Collins seconded. Motion carried.

3. Laurie Frieders presented information on the upcoming YP Summit and recommended that the YP Chair be sent.

   Mary Johnson motioned that the YP chairperson Kelly Lockerbie be sent to the YP Summit at a cost not to exceed $1000. Lou Storino seconded the motion. Motion carried.
4. IWEA applied for and was approved to be a LIFT partner of WEF. LIFT stands for Leaders Innovation Forum for Technology. Lou Storino is the chairperson of this new committee. Other founding committee members are Mark Halm, Brooke Henry, Kam Law and Meagan Matias. The committee met for the first time on November 1. Among the goals set for the committee is to have a track for the conference in 2018. The committee is also planning on arranging tours highlighting new technologies.

5. IWEA is listed as a sponsor of the Illinois Public Service Institute (IPSI). IPSI is a leadership program for public works personnel. Attendees are required to attend one week each year for three years in order to complete the program. There has been no contact from IPSI and no one on the IWEA Executive Board was aware if the sponsorship. Laurie Frieders reported that the other sponsors provide a scholarship for attendees. IPSI is aligned with IWEA's mission. The Board directed the Scholarship committee to investigate a possible scholarship from IWEA.

Annual Conference: Erik Berggren reported that the planning for the conference is going smoothly.

Awards: No further report.

Biosolids: Dan Collins reported for Ryan Christopher that the committee is finishing up planning for the biosolids track for the conference. The committee is also investigating ways the committee can provide volunteers and assistance to other groups such as community garden projects.

Collections: Dan Small is taking over for Tom Woods as chairperson. The annual seminar was just held and was successful.

EPEC: No report.

Government Affairs: Lou Kollias reported that Tom Kunetz will be the keynote speaker due to changes at IEPA. Registration and marketing will begin shortly. The 2017 Government Affairs Conference will be held on January 20th, 2017, at the Marriott Burr Ridge.

Industrial Pretreatment: Alice Ohrtmann reminded everyone that the annual dinner will be held on February 17, 2017. The President of the Illinois Pollution Control Board has been confirmed as the speaker. The dinner will be at Ditka’s in Oakbrook. The committee will be providing a scholarship basket for the conference in conjunction with IWWSG.

Laboratory: Mary Johnson reported for Rebecca Rose. The hands on workshop at Fox Metro on October 14, 2016 was very well received by attendees. The committee will be making a few improvements to the workshop and present it at the annual conference.

MAC: Peter Lynch reported that half of the exhibitor booths for the conference have been sold.

Marketing: Cheryl Kunz reported that the conference will be promoted in an article in TPO magazine. The registration postcard will be mailed soon and the committee will prepare the mailer for the government affairs seminar. Work on the conference program will be starting soon as well.

Membership: Fred Wu reported that the current membership is 895. The committee also completed a survey for the WEF HOD workgroup on membership.
**Newsletter:** Bernie Held reported that the next deadline for the Clarifier is January 15, 2016.

**NRR:** Brett Garelli reported that the committee has obtained speakers for the annual conference.

**Plant Operations:** Lee Melcher was absent, but several of the members present had attended the annual Plant Operators Workshop held on October 22 at the MWRD’s Stickney plant featuring the Ostara project. The program had good information and some breakout sessions in addition to the tour.

**Program:** Mike Lutz gave an overview of the program. The program still needs a few tweaks but should be solidified shortly. After that, the people who submitted abstracts will be notified of whether their paper was chosen or not.

**Public Ed & Student Affairs:** Norm Rose was absent, but reported that the committee had a booth at the Illinois State Science Fair Teachers conference on October 7 and 8th in Peoria. They spoke with approximately 20 teachers and gave out 15 basic water testing kits to middle school teachers. The teachers were given information on SJWP, World Wide Monitoring Day and the new scholarship aimed at graduating high schoolers.

**Safety:** The new chair, Dan Rivera introduced himself. The first order of business is to review the candidates for the safety award, which will be done in December.

**Scholarship and Charitable Giving:** Mary Johnson reported for Carlee Sharnhorst that Carlee is stepping down as chair due to a new job. No other committee member was interested in taking over as chair. Mary Johnson will help cover the position until a new chair could be found. Lou Storino will contact a possible candidate. There were no grant applications received in the past quarter. The scholarships are being promoted. It was requested that the scholarship committee put together a brief press release for the various scholarships for members to advertise the scholarships in their local area.

**Social Media:** Brooke Henry reported that she has been keeping all IWEA’s social media accounts up to date. Please remember to forward items to her for publication and to Like or Follow IWEA social media accounts.

**Watershed:** Dan Bounds reported that the monthly conference calls have served their purpose and the committee will be shifting to a quarterly MS4 permit information and Q&A call with IEPA. The committee is working on finishing up the watershed track for the annual conference. The committee is also evaluating a stand-alone workshop on MS4 permits for 2017.

**Website:** Mary Johnson reported that in she will be working on updating the website. She has already made some changes to make navigation easier. Mary expressed that she would like to have a volunteer to take over the E-News. Brooke Henry volunteered. Additionally, she gave an overview of the attendee registration form for the IWPC website.

**YP’s:** Kelly Lockerbie was absent, Brooke Henry reported that the fall raingarden cleanup was November 6, 2016 and the YP event being planned for December 10 has been moved to January due to conflicts with holiday activities. The event will be at Pinstripes.
Delegates Report: Mark Halm reported on the activities of the membership HOD work group and Debra Ness gave a recap of the WEF Service Project that she and the other delegates participated in during WEFTEC in New Orleans.

President Mark Termini adjourned the meeting.

Respectfully Submitted by Laurie Frieders, Executive Manager.

I certify that these minutes are an accurate account of the December 2, 2016 Executive Board and Committee Chair meeting.

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Mark Termini, President                                  Date Approved