The meeting was called to order at 9:38 am by President Kendra Sveum.

**Present:** Eric Berggren, Dan Bounds, Chuck Corley, Dan Collins, Laurie Frieders, Greg Garbs, Mark Halm, Bernie Held, Lou Kollias, Mary Johnson, Kam Law, Debra Ness, Alice Ohrtman, Norm Rose, Rebecca Rose, Daniel Small Kendra Sveum, Mark Termini Tom Woods, Fred Wu.

**Approval of Minutes:** The minutes of the September 12, 2014 Executive Board and Committee Chair meeting were reviewed.

*Debra Ness moved and Kendra Sveum seconded that the minutes be approved. Motion passed.*

**Treasurer’s Report:** Debra Ness gave a summary of all accounts. IWEA is in good financial shape. The new laptop for the Treasurer was not purchased yet.

**Executive Managers Report:** There were no email motions since the last meeting.

**Old Business:**

1. **Conference planning**
   a. Speakers are confirmed and will be notified when and how to submit their electronic presentations shortly. Moderator selection is nearly complete.
   b. Exhibitor space is sold and there is a waiting list. The committee is investigating how to add additional vendor space.
   c. Marketing is working on the on-site program booklet, ad space promotion and activities press releases.
   d. Attendee registration is open.
2. Mary Johnson and Cheryl Kunz have investigated two different options for updating the website and has selected Vieth Consulting. The cost for design is under the budgeted amount and the website will also be able to process event registration, provide membership database support and other features. Monthly ongoing costs will be only slightly more than what is being spent to host the registrations through Constant Content.
3. The YP who has been tweeting for IWEA has moved out of state. An e-blast appeal will be done to recruit a social media group, possibly a sub-committee of marketing.
4. The membership was polled with regards to whether IWEA should support instituting continuing education requirements for operators. There were 131 responses with 80% in favor of supporting the requirement, 10% stating IWEA should remain neutral, and 10% against it.

*Mary Johnson moved and Mark Halm seconded that IWEA write a letter to IEPA in support of requiring continuing education credits for operators. Motion carried.*

Dan Bounds will draft the letter and forward to the President for signature.
New Business:

1. The calendar of events for 2015 was reviewed. The dates for the Board meetings were set as well as the golf outing and other events. Committees that had not yet set dates were urged to do so.
2. Kendra Sveum gave an update regarding the recent meeting with members of Central States.
3. Possible events for WEFTEC 2015 were discussed. The executive manager will gather additional information for review at the next meeting.

Committee Reports:

Awards: Amanda Withers provided a list of award nominees. The winners will be honored at the annual banquet.

Biosolids: Dan Collins reported the committee has a “Sustainability” track planned for the annual conference and it will be a full day’s worth of programming.

Collections: Tom Woods reported that the collections seminar on November 13th went well. There were a few less exhibitors this year. The committee will be reviewing ways to increase attendance from additional municipalities.

EPEC: No report.

Governmental Affairs: Lou Kollias reported that marketing is beginning for the January seminar.

Industrial Pretreatment: Alice Ohrtman reported that the committee has been having discussions as to whether there is enough happening in industrial pretreatment to continue to have a committee. Postcard notification for the joint pretreatment dinner in February are already out.

Laboratory: Rebecca Rose reported that the committee is working on planning for their hands on workshop at WEFTEC this coming year.

MAC: No further report.

Marketing: Cheryl Kunz could not attend but wanted everyone to be aware that information for the conference booklet needed to in by December 19, 2014.

Membership: Fred Wu reported that there are 744 WEF/IWEA memberships and 106 affiliate members.

Newsletter: New chairperson Bernie Held reported that he and the editor will be having a meeting soon.

NRR: Kam Law reported the nutrient workshop was very successful. There were 137 attendees.

Plant Operations: Greg Garbs reported that planning for the operations challenge at the conference is going well and is almost complete. A list of sponsors donating equipment for the challenge will be forwarded to the Executive Manager and the Marketing Chair so that they are acknowledged in the on-site book.
Program: No further report.

Public Ed & Student Affairs: Norm Rose reported the committee is investigating whether the 10 day water curriculum corresponds to the State curriculum. If it does not, it may not be worth updating. The large career fair the committee typically represents IWEA at was cancelled. IJAS will be in Carbondale in May. WEF is trying to find a university to host the SJWP, if anyone knows of a university that may be interested please let Norm know.

Safety: Michael Harvey was unable to attend but conveyed to Kendra that he is working on gaining new members.

Scholarship and Charitable Giving: The committee is working on soliciting scholarship applications. The committee will be selling gift baskets at the annual conference to raise funds. There have been some donations from exhibitors and the committee has put out a challenge for past presidents to put together a basket to help in this effort.

Small Systems: Joe Pisula could not attend but reported that there is some legislation underway that if passed his committee could provide assistance to the membership, however this may take awhile.

Watershed: Dan Bounds reported that the committee is focusing planning content for the annual conference. Dan will be chairing the committee once he is off the Board.

Website: Mary Johnson reminded everyone that IWEA has a Linkedin site and to forward anything they want tweeted by IWEA to Matt Castillo, mcastillo@msa-ps.com. Mary is continuing to investigate options for updating the website along with the Marketing Chairperson. Registration for conference attendees will be posted shortly.

YP’s: Dan Small reported that since the last meeting a final clean up of the Pulaski Rain Garden was held led by Fred Wu and Ryan Christopher. Their new member Taylor Leigh organized an outing at Two Brothers Brewery in Aurora, and there is an upcoming event called “Meet the CEO” scheduled in February. The committee has been busy planning the YP/Student activities for the conference.

WEFMAX 2016: Chuck Corley reported that he has been checking into other options for the dinner. WEF has also increased the budget for the event. A kick off meeting will be held December 18th at MWRDGC. Chuck also shared his new contact information as he is retiring for IEPA.

Delegate 2016: No report.

Delegate 2017: No report.

President Kendra Sveum adjourned the meeting.

Respectfully Submitted by Laurie Frieders, Executive Manager.
I certify that these minutes are an accurate account of the December 5, 2014 Executive Board and Committee Chair meeting.

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Kendra Sveum, President                                  Date Approved