The meeting was called to order at 9:44 am by President Mark Termini.

Present: Eric Berggren, Daniel Collins, Laurie Frieders, Mark Halm, Kam Law, Lou Storino, and Mark Termini.

1. The SWOT analysis developed at the 2015 Long Range Planning Meeting was reviewed. The analysis is still accurate and the opportunities that were not addressed this past year were identified and discussed.
   a. How to get a wider selection of members active was brainstormed.
   b. A few of the committees could use a new chairperson, especially Public Education. There is a need to develop a system/policy for how to recruit new chairs if current committee members are not interested in being the chairperson.
   c. How to attract and serve membership outside of the Chicagoland area was discussed. IWEA may be able to hold a social function for its members and IAWPCO members during IAWPCO’s regional meetings.

2. The Treasurer may want to step down now that she has become the WEF Delegate. It was discussed that a job description be developed for this position with the goal of advertising for interested members. It is also a good time to update the Executive Managers job description as well.

3. Lou Storino estimates that it will cost approximately $5000 to work with an attorney to get IWEA tax exempt status. IWEA may need to create a Board of Directors due to the rules in the state. IWEA previously applied in 2007 without professional help and was denied. The money spent would be recouped within a year most likely if IWEA is approved.

4. The executive manager will update the guidelines for holding an event and distribute to the committee chairs.

5. Committee Liaisons were reviewed and reassigned as needed. The Board members will be reaching out to their committees to determine if there is anything they need to be successful. The goal is to have a co-chair in place for all applicable committees, reports consistently being submitted, annual events planned, web pages updated and attendance by a committee member at all meetings.

6. The IWEA Event calendar was reviewed. There are only 4 months that an IWEA event is not scheduled.
7. The upcoming joint 2017 Conference was discussed. Mark Termini went down to the IAWPCO conference and everyone was very positive. The next meeting is May 18th. At that meeting the goal should be to establish the roles and responsibilities and a schedule of milestones. It would be good to have a kick off meeting in June with the combined planning committee present so that we can all meet each other.

Respectfully Submitted by Laurie Frieders, Executive Manager.

I certify that these minutes are an accurate account of the April 22, 2016 Long Range Planning Meeting.

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Mark Termini, President                                  Date Approved