



Missouri Section

American Water Works Association

MISSOURI SECTION AMERICAN WATER WORKS ASSOCIATION 2020 JOINT ANNUAL MEETING Business Meeting

Friday, April 17, 2020

9:00 am – 9:30 am

Virtual Format Due to Pandemic

Minutes

Due to the rescheduling of this year's conference, the Annual Meeting was held virtually. Mary Odom, (new) Administrative Manager went over housekeeping items. She gave instructions on Go-To-Webinar and described how to use the features. You can view on your computer or by phone. She indicated the meeting was on listen-only mode due to the large number of participants.

She instructed, if you want to speak or share your thoughts, please use the "Raise your hand" feature and she would unmute you to speak. The 2nd way is to send your questions/comments in the chat box.

Chair's Report – Jeff Clarke

Call to Order:

Mr. Clarke brought the meeting to order and thanked everyone for joining and attending the section's first virtual business meeting.

Items of business to do today are:

- 1) Approve last year's minutes - 2019 Annual Conference
- 2) Approve the budget, and
- 3) Installation of officers.

I will then give general update on accomplishments and what we hope to accomplish in the coming year.

Mr. Clarke said it was a difficult decision to postpone the annual meeting; but when making the decision, a stay-at-order had not been given, nor a pandemic declared. It appears we made a good decision. The decision was made and both organizations worked through the details with TanTarA/Margaritaville to hold the conference August 23-26, 2020. There will be an update shortly from Bob Parks, Annual Conference Management.

Introduction of AWWA Visiting Officer – Lee Anne Jones, AWWA Vice President

Lee Anne is a Consulting Engineer with Jacobs in Toronto, Ontario. With over 28 years of experience in the water industry, Lee Anne has been an active member of AWWA since 1993.

Involved in OWWA, a Section of AWWA, Lee Anne has served as President, Vice-President & Conference Chair, and Treasurer of the Ontario Section. On the Association level, she has served as the WQTC local arrangements chair and is currently serving on the Board of Directors as the Ontario Director and Vice President.

Lee Anne holds a Bachelor of Applied Science degree in Chemical Engineering from the University of Toronto and is a licensed Professional Engineer (P.Eng.) in Ontario. She lives in Brampton, Ontario, Canada with her husband (Daryn) and young son (Tyler).

Remarks from Visiting Officer, LeeAnne Jones, AWWA Vice President

Ms. Jones reported on the status of AWWA and commended the section for putting on this virtual meeting. She indicated she was happy to join the Missouri Section today to welcome the new officers.

She expressed appreciation from the association for our dedication and said the section and its members are providing essential services in these exceedingly difficult times and for that she cannot thank the members enough. Further, she was looking forward to hearing of the work you do in the Missouri Section.

Approval of the Minutes from Last Year's Business Meeting

Mr. Clarke asked for motion to approve the Minutes from the Annual Meeting (2019)

Mary Odom read the motion:

Nick Davis moved to approve and seconded by Tony O'Malley to approve the minutes for 2019. There was no discussion. The group did an online poll vote.

By vote, the group approved the minutes from last year's business meeting (2019).

Results of the poll: 95% approve, 5 % abstain.

Motion passes. The vote is affirmed.

With that, Mr. Clarke moved to the next item of business.

Secretary-Treasurer's Report - Tony O'Malley

I present a balance sheet from Quick Books, that Williams Keepers maintains for us, the CPA firm.

Total Assets. \$366,073.76 and liabilities of \$19,321.91 and Equity of \$346,751.85.

We are entering an unusual period in that we do not have the influx of revenue coming from the joint annual meeting and this will not come until the fall of the year. There are no unusual expenses.

Open to Any questions, the participants would have. There were no questions and the Secretary-Treasurer's report was accepted as given.

***The balance sheet as presented is shown below.

Missouri Section, Inc. of the American Water Works
BALANCE SHEET SUMMARY
 As of April 16, 2020
 Accrual Basis

	TOTAL
ASSETS	
Current Assets:	
Bank Accounts	\$365,098.76
Accounts Receivable	\$ 975.00
Total Current Assets	\$366,073.76
TOTAL ASSETS	\$366,073.76
 LIABILITIES AND EQUITY	
Current Liabilities:	
Credit Cards	\$19,321.91
Total Current Liabilities	\$19,321.91
Total Liabilities	\$19,321.91
Equity	\$346,751.85
TOTAL LIABILITIES AND EQUITY	\$366,073.76

This next portion of information was not given at the online meeting, but for consistency, we want to show this historic information.

2019 Annual Meeting Revenue	\$316,682.60
2018 Annual Meeting Revenue	\$290,615.75
 2017 Annual Meeting Revenue	 \$223,614
2016 Annual Meeting Revenue	\$228,715
2015 Annual Meeting Revenue	\$230,287
2014 Annual Meeting Revenue	\$223,329

2013 Annual Meeting Revenue	\$228,699
2012 Annual Meeting Revenue	\$227,890
2011 Annual Meeting Revenue	\$215,050
2010 Annual Meeting Revenue	\$213,420
2009 Annual Meeting Revenue	\$204,590
2008 Annual Meeting Revenue	\$198,760
2007 Annual Meeting Revenue	\$189,887
2006 Annual Meeting Revenue	\$188,403

2019 Net AWWA Conference Profit	\$60,000
2018 Net AWWA Conference Profit	\$46,300
2017 Net AWWA Conference	\$31,000
2016 Net AWWA Conference	\$37,000
2015 Net AWWA Conference	\$26,000
2014 Conference	\$22,000
2013 Conference	\$31,000
2012 Conference	\$32,000
2011 Conference	\$16,600
2010 Conference	\$18,280
2009 Conference	\$10,500
2008 Conference	\$23,200
2007 Conference	\$21,577
2006 Conference	\$23,752

Conference 2019 Water for People Income	\$37,667
2018 WFP	\$37,200
2017 WFP	\$24,090
2016 WFP	\$15,751
2015 WFP	\$20,807
2014 WFP	\$11,000
2013 WFP	\$11,340
2012 WFP	\$10,391
2011 WFP	\$10,881
2010 WFP	\$ 6,113
2009 WFP	\$ 6,001

Total 2019 Water for People Breakdown	
Golf Tournament	\$ 7,290
Opening Session Raffle	\$ 900
Monday Silent Auction	\$ 3,120
Cornhole	\$ 420
Tuesday Silent Auction	\$ 2,825
Raffle	\$ 2,040
Oral Auction	\$10,225
Donations	<u>\$10,847</u>
	\$37,667

Budget Approval - Joel Ogle

Mr. Ogle presented the Budget which was sent out a while ago. Total receipts anticipated are just over \$103,000, with total expenses of just over \$140,000 – going into the negative. This was approved by the Board. The reason for this was to bring on Mary Odom early for training by the section’s current Administrative Manager, Gailla Rogers.

Mr. Ogle asked if there were any question on the Budget. The floor was opened; there were no questions.

Mary Odom read the motion:

Jenny Doyle moved to approve the Budget, seconded by Bob Parks. Opened for questions and discussion. There was no discussion. The group did an online poll vote.

Results of the poll: 95% approve, 5 % abstain.

Motion passes. The vote is affirmed.

Mr. Clarke passed the meeting to Bob Park, Annual Conference Management.

Annual Conference Management - Bob Parks

Good Morning! As you know, the 2020 annual meeting has been postponed from late March to August 22-26 with the bulk of the technical sessions – Monday-Wednesday – mirroring our typical conference.

We tried to and were able to maintain the same days. Currently, not much to report. Regarding logistics – with the pandemic, federal state and local actions changes daily, weekly. Not much work done regarding rescheduling. Things will be ironed out by August, hopefully.

Exhibitors are not cancelling, technical program remains pretty much the same,

An addendum to our current contract with TanTarA/Margaritaville: Jeff and Mickey worked out with TanTarA/Margaritaville an addendum where there would be no monetary penalties if we do not make the number of rooms guarantees. It was due to the many years of past experiences with the venue that they were able to obtain this.

We appreciate everyone's participation in August.

Mr. Clarke reported that a question had been received: The question is with the rescheduling of the conference; did we anticipate a reduction in revenue? The answer is yes, we do, but we do not know to what extent. The rest of the question was if this was reflected in the Budget. Mr. Ogle responded that yes, he had factored this into the annual budget which was approved earlier. He is not showing an upward trend in revenues.

Director's Report - Roddy Rogers

The Director's Report in its entirety will be in shown in the board meeting minutes

April 2020—COVID-19

As always there are lots of things going on with AWWA. But as we are all very aware, **COVID-19** has become the new driver for our daily changing world. As of this writing AWWA and several Sections have postponed or cancelled events and conferences in response to the effects of the virus. ACE 2020 is cancelled as April 14 and staff will continue to give updates as appropriate

In concluding a letter to AWWA Board members, CEO LaFrance said that “AWWA is fortunate that it has a long history of strong financial leaders who consistently assured AWWA’s strategic financial planning included accumulating operational reserves for times like these. While these reserves are not infinite, they allow use to be thoughtful in our operational decision making and strategic in our actions as we, together, manage through the COVID-19 pandemic.” Even though old news, it bears mentioning that we have made the unprecedented and difficult decision to postpone the annual Missouri Section Conference until August. The AWWA utility survey on the Coronavirus showed 81% responding that COVID 19 is currently affecting budget and revenue with absenteeism and supply chain issues being the main challenges. A little over half of the utilities have a business continuity plan in place. I would encourage you to stay informed by accessing the latest updates on events at www.awwa.org. Also, I want to make sure all of you are aware of AWWA’s webpage regarding the coronavirus at <https://www.awwa.org/Resources-Tools/Resource-Topics/Coronavirus>. It is designed to help utilities prepare for potential impacts to operations, including staff absenteeism, and to respond to customer inquiries about water safety. Read about what actions utilities can consider.

Materials for this year’s **Drinking Water Week** celebration are available to download through AWWA’s website. This year’s Drinking Water Week is May 3-9, and the theme is “There when you need it”. Materials can be used to engage with consumers, public officials and media about the reliability of drinking water and the professionals associated with delivering water from collection to consumption.

Election of Officers - Jeff Clarke

Mr. Clarke read the slate of officers and the formal report is shown below. He did indicate if there were any nominations from the floor to please type that in the chat box. Left open for a minute or two and there was no discussion or additions.

OFFICER NOMINATING COMMITTEE ANNUAL REPORT 2020-2021 SLATE OF OFFICERS:

OFFICER NOMINATING COMMITTEE ANNUAL REPORT 2020

Nominating Officers Report

The Officer Nominating Committee corresponded in January and identified a number of candidates suitable to fill three positions. In addition, nominations from the floor were made via electronic survey of members. My committee was composed of three past-chairs of the organization. Drew Hess contacted the nominees to confirm acceptance of the position. The Secretary Treasurer and Assistant Secretary Treasurer positions were switched mid-year and we did not make any additional changes to those positions. The committee brings forth the following candidates for consideration by the general membership for the election of officers to be conducted at the upcoming Annual Conference:

2020-2021 SLATE OF OFFICERS:

Chair: Joel Ogle (Automatic Nominee)
Chair Elect: Mike Klender (Automatic Nominee)

Vice Chair: Jenny Doyle (Nominee)
Secretary Treasurer: Tony O'Malley (Nominee)
Assistant Secretary Treasurer: Nick Davis (Nominee)
Director: Roddy Rogers (Automatic Nominee)
Director Elect: Randy Moore (Automatic Nominee)
Third Year Trustee: Bob Parks (Incumbent)
Third Year Trustee: Mike Galluzzo (Incumbent)
Second Year Trustee: Scott Phillips (Incumbent)
Second Year Trustee: Corinne Duckworth (Incumbent)
First Year Trustee: James Okumu (Nominee)
First Year Trustee: Karen Dietze (Nominee)
Past Chair: Jeff Clarke (Automatic nominee)

Chair: Drew Hess, Members: Raed Armouti, John Brummer and Matt McLaughlin

Mr. Clarke asked for a motion to approve the Slate of Officers as presented. Since this is an administrative function put together by a committee of past chairs, there is no need for a 2nd. No nominations received from the floor.

Would all please vote via poll: **“Do you approve the slate of officers and trustees as presented by the Nominating Committee?”**

Results of the poll: 100% approved.

Motion passes. The vote is affirmed.

Mr. Clarke indicated we will consider all officers are duly elected.

Installation of Officers - Ms. Lee Anne Jones

“You have been chosen to fill the various offices of the Missouri Section. Always remember that the welfare and success of this section depend upon you. You will be our voice for the Missouri Section - American Water Works Association and represent to the citizens of Missouri the mission of AWWA - The promotion of public health and welfare by assuring drinking water of unquestionable quality and sufficient quantity. As leaders for the drinking water profession, you must be an effective instrument of change by advancing the technology, science and governmental policies relative to the public drinking water profession's role in stewardship of water resources. We must be examples in which people may have confidence, that they may learn that they can depend on us in matters affecting their health, safety and welfare.

Please raise your right hand virtually and repeat after me”. *Mary unmuted the officers so we could hear their affirmation*

“I promise to perform faithfully all the duties of the office to which I have been elected by the members of the Missouri Section. THANK YOU!

DIRECTOR--You shall represent the Missouri Section at the national level and shall represent national and Missouri in the deliberations of the other and shall act to coordinate and unify their actions.

Director-Elect—You shall represent the Section at the national level, and mentor under the current Director until such time as you are installed as the Section’s Director at next year’s Annual Conference and Exposition.

TRUSTEES--You shall take part in all actions of the Board and act as a liaison between the Board and the committees you are given responsibility for by your chair.

SECRETARY-TREASURER--Your office is one of trust. You are responsible for the payment of our obligations and collection of monies due. You shall attend all meetings and duly record the proceedings thereof. Guard well your trust!

ASSISTANT SECRETARY-TREASURER--You shall perform the duties of the Secretary-Treasurer when absent and assist whenever needed.

VICE CHAIR--You will be responsible for the program of our annual conference.

CHAIR ELECT--To you is given the active cooperation with the Chair for whatever is required. In the absence of the Chair you will be prepared to assume the duties of the Chair.

CHAIR--Great trust has been reposed in you for your election to the highest office of this section. To you is entrusted the supervision of the duties of all officers. To you is entrusted the responsibility for the success of the year's program. As you assume your duties as Chair, I charge you to carry the obligation that is yours, and to uphold the mission of the AWWA.

I congratulate this section upon the officers you have chosen. At this point, we would usually ask you the members of the section to stand – today will you do so virtually?

You have heard the pledge of your officers’ elect. Unless they have your wholehearted support, they will not be able to fulfill the pledge so faithfully given. Do you therefore promise to support these, your officers, as they guide this section through the coming year? Will you assist them whenever you are called upon for help in undertaking the various activities they plan? Will you encourage and advise them and refrain from unjust criticism of their plans and actions? If so, please respond to the poll?

Poll Vote: “Do you therefore promise to support these, your officers, as they guide this Section through the coming year?”

Poll Results: 94% yes, 6% Abstain

Ms. Lee Anne Jones: Let these mutual pledges be your commitments that the Missouri Section - American Water Works Association, may be an increasingly greater force for the wellbeing of all Americans. Ladies and Gentlemen -- here are your new officers!

Passing of the Gavel:

Will Chair Jeff Clarke now present the gavel to Chair Joel Ogle, thereby symbolically transferring authority and responsibility for leadership to your new officers?

OUTGOING CHAIR: Jeff Clarke

Thank you, Lee Anne for helping us transition this year. I have been asked to give a goodbye speech, which is kind of interesting to do virtually.

I was thinking of this the other day and I have now, for around the last 20 years been on the board of MWEA or AWWA consecutively. I guess I will be an officer for 1 more year, as Past Chair, but I do not think it will really feel your on the board when your past chair.

I think we were really in a good position going into Joel's chairmanship. I think we are still really fine, but we are, as everyone else is....in a challenging time.

During my year as chair, we successfully hired a new independent contract employee to serve as our administration manager and we have dealt with the COVID crisis. All in all, it was a great year.

Once the crisis passes, I believe we could be even stronger and an ever better organization than we already are. Thank you all for your support throughout the year and the ability to serve you. the years.

JOEL: To you as new Chair of the Missouri Section - American Water Works Association, I will "virtually" pass this gavel over to you. It is your symbol of authority. May you use it with discretion in the best interest of this section.

INCOMING CHAIR: Joel Ogle

NEW CHAIR COMMENTS AND CLOSING REMARKS

Thanks Jeff, I appreciate everyone's confidence in me to take the lead for the section. Thank you for your tireless efforts. This past year has been challenging and I appreciate your guiding the board through all of that.

As you said, we did go through the acquisition of another new administrative manager and I want to thank you for that. It was long process with many things going on behind the scenes. It will be a great thing for our section. Thank you, Lee Ann for visiting with us and going through our first virtual meeting, both the annual meeting and the board meeting. Thank you very much!

Thanks to the job, and personally I do not think we see this enough, thanks going out to our first line people responding to the COVID pandemic. I want to thank all you here

that are out there with your organizations assisting with keeping safe, clean, potable water to drink and taking care of the wastewater.

I want to throw out to all utility workers, gas and electric, phone that most people do not see, our thanks to you for all you do. Our operators are still out there keeping water safe. We do not see much change right now in capital programs. Most of the people I talk to daily, say things are still moving along. I want to thank all of them out there.

I want to thank Mary, our new Administrative Manager, working in conjunction with Gailla, to assist us again with our first virtual meetings. This has been a task, that we all worked on to be thrown together and Mary has been very instrumental in working with the association, utilizing the tools provided to us, so we can successfully have these meetings.

I want to move on to the vision I have for the section. This next year, what I would like to see is a little bit more recognition as I mentioned, to our first line utility operators. We do not see that recognition for those people there out in the trenches keeping our water safe. Those of us, that are in industry supporting them with engineering services or materials to do the project. I think, I would like our PR activities to get more awareness in the community for those folks who are risking their lives. Because they jump in a trench and sometimes it is almost underwater, and they must shut off that valve or stop a major leak. It affects all our community members.

But I would also want to look at industry profile, also look at state level and get more involved in legislators at our state level. The association does a great job in Washington, which has caused us to become more involved, but I would like to see more of our finger on the pulse of our state level administrators and our governor.

I would also like to see that do a better job in monitoring our budget. We have been doing very well. As you saw earlier, we have a good chunk of funds to do the things I previously mentioned, but I want to make sure we monitor and are cognitive to what we spend and what we are getting in return for our investment. Love to see the continuing involvement from our young professionals and that they encourage fellow young professionals to get involved, so we can see them come up through the ranks within our section and possibly at the association level.

I also like to thank our membership endeavors over the last couple years. We steadily increased slowly our membership and we have done more and more membership engagement activities to ensure we continue to grow.

Again, I want to thank Jeff and Lee Anne for their words and at this time, I would like to thank you again for entrusting me in this. I look for a motion to adjourn our meeting.

Adjourn the meeting

Jeff Clarke moved to adjourn the meeting; it was seconded by Tony O'Malley. Opened for discussion. There was no discussion.

Poll vote, "Do you approve the motion to adjourn?"

Results of the poll: 100% approved.

Motion passes. The vote is affirmed.

Joel looks forward to seeing everyone at the conference and during the year. The meeting formally adjourned at 9:45 am.

Gailla Rogers
Administrative Manager