The meeting was called to order at 9:44 a.m. by President Kam Law. A moment of silence was observed for Gerry Ryan who passed away in October.

**Present:** Lindsay Birt, Dan Bounds, Ryan Christopher, Karen Clementi, Dylan Cooney, Dan Collins, Chuck Corley, Ted Denning, Laurie Frieders, Glen Gottardo, Monica Gunderson, Mary Johnson, Lynn Kohlhaas, Lou Kollias, Nina Kshetry, Cheryl Kunz, Kam Law, Kelly Lockerbie, Michael Lutz, Lee Melcher, Debra Ness, Alice Ohrtmann, Norm Rose, Rebecca Rose, Keith Richard, Barbara Scapardine, Lou Storino, Fred Wu.

**Approval of Minutes:** The minutes of the September 14, 2018 Executive Board and Committee Meeting were reviewed.

_Fred Wu moved, and Dan Collins seconded that the minutes from the September 14, 2018 meeting be approved. Motion passed._

**Treasurer’s Report:** Lou Storino passed around a report showing the current income and expenses for the year to date. He has also engaged an auditor to do a review per the financial policy. This audit was budgeted for and two quotes were solicited.

**Executive Manager Report:** There were no e-votes to report in the last quarter. Dylan Cooney is taking over for Lou Storino on the WEFTEC advisory committee. Dylan announced she received a scholarship to attend the WEF mid-year meeting and will be able to attend the WEFTEC advisory committee meeting in person.

**Old Business:**

1. A volunteer request to lead the Student Design Competition was advertised in the E-News. There were no volunteers. The person in charge of this effort would lead a committee to come up with two problems to solve, one problem typically involves general wastewater and the other, an environmental benefit. The project lead would also work with Illinois schools to encourage them to support a four-person team to solve one of the problems. The competition would be held at the annual conference. The winning team would be sent to WEFTEC to compete there. Interested members should check out the completion at WEFTEC in Chicago.

2. John Lamb was contacted and is willing to chair an ad-hoc committee to review the IWEA policies. Please forward any specific requests or concerns to be considered to John. Lou Storino, Lou Kollias and Mary Johnson have volunteered to be on the committee.

3. Laurie Frieders reported that 250 people attended the joint reception at WEFTEC. She has not received any financials from CSWEA yet. The reception for Tom Kunetz went smoothly as well.

**New Business:**

1. Dan Collins presented the proposed slate of officers for 2019/2020. Ryan Christopher is proposed for second vice president and Alice Ohrtmann for Delegate 2021. In addition, Cheryl Kunz will become President, Fred Wu will move to president elect, and Lee Melcher will become first vice-president.
Lou Storino moved, and Cheryl Kunz seconded that the slate of officers as presented be approved. Motion passed.

The slate has been forwarded to the newsletter for publishing. An E-blast will be sent January 1 with the slate as well to make sure the membership is notified 30 days prior to the annual conference per the by-laws.

2. Kelly Lockerbie, the vice chair of the awards committee, announced the awards nominations. There were no submittals for the Hatfield, the Burke Safety Award or the Clinebell. The nominees are: Rebecca Rose for the Bedell, Paul Hurley for YP, Linda Verhulst for lab analyst, and Aruch Poonsapayya for the Meredith. The public official award nominee is Matt Brolley, the President of the Village of Montgomery, and the Best Technical Presentation from IWPC 2018 goes to Dominic Brose.

Lou Storino moved, and Debra Ness seconded that the award nominees be approved. Motion passed.

3. Lou Storino presented a new WEF program called InFlow. InFLOW (INtroducing Future Leaders to Opportunities in Water) is an initiative that strives to identify promising students from underrepresented minority groups who are interested in professional careers in the water industry. The conference planning committee has been discussing bringing this program to the IWPC. The program will include 10 to 15 minority students (Women, African American, Hispanic), selected from the following schools; Lincoln Land Community College, Southern Illinois University Edwardsville – Environmental Resource Training Center and University of Illinois.

There will be an itinerary developed for the student activities. The maximum cost for transportation and lodging is estimated at $8000. Due to the schools being targeted, the cost could be lower due to lower transportation costs and lack of need for hotel rooms. Solicitation for sponsors has just gone out to the exhibitors but so far, no commitments. The cost of the program would be shared with IAWPCO. This item was not budgeted for, so it is being brought to the Board for approval.

Kam Law moved and Mary Johnson seconded that the expense for the InFlow program be approved for IWPC. Motion passed.

Committee Reports:

Annual Conference: Frederick Wu reported that the committee just had a call the day before and is having by monthly calls. There are roughly 37 booths left to sell. Mary Johnson will send an E-Blast letting potential exhibitors know they can sign up for a booth now but pay in early 2019 to take. Early bird pricing for exhibitors ends December 14. Registration for attendees is open on the website but has not been advertised yet. Cheryl Kunz has been reaching out to potential sponsors. She has secured a World Water sponsorship from SOL. In addition, ComEd has paid for an Ocean sponsorship.
Amanda Withers was absent. Kelly Lockerbie reported the MA of the Year nomination will be submitted by the deadline in 2019.

**Biosolids:** Ryan Christopher reported the committee finalized the biosolids track for the annual conference. There have been some regulatory updates in November and these updates will be posted to the website page shortly.

**Collections:** Dan Bounds reported that the annual collections seminar was successful with 89 attendees and only a small loss on revenue. The committee will be investigating ways to boost attendance and reduce costs in 2019. The committee is still investigating providing the collection system certificate refresher course and exam.

**EPEC:** Glenn Gottardo reported that the wind farm fieldtrip on October 13, 2018 in Indiana was less attended than hoped. The committee is working on a half-track for the conference.

**GOLF:** John Lamb was absent. Next year’s outing is scheduled for Friday June 7th, 2019 at Carillon.

**Government Affairs:** Lou Kollias reported that registration is open for the 2019 Government Affairs Conference scheduled for Friday, January 18th at the Marriott Burr-Ridge.

**Industrial Pretreatment:** Alice Ohrtmann reminded everyone that the annual dinner will be held on February 20, 2019 at Ditka’s. Bill Oldman from Green Bay will be the speaker. The committee has also secured speakers for a half day track on pretreatment for the conference.

**Laboratory:** Keith Richard reported that several of the committee members helped judge the Operations Challenge at WEFTEC in New Orleans. The committee will also be supporting this event at the IWPC in February. In addition, the committee is developing a new hands-on workshop for the conference in addition to providing speakers for a laboratory track. Laboratory committee is also coming up the first webinar for the training committee.

**LIFT:** Nina Kshetry reported that the Innovative Technologies dinner was just held on Wednesday, December 5th, at the DOC wine bar in Lombard. There were 23 attendees registered and Andy Szekeress of Veolia Water Technologies was the speaker. The committee has 6 confirmed speakers for a track at the IWPC. In addition, she and Lou Storino attended the LIFT affiliate meeting at WEFTEC. The committee is planning a tour in the spring and will be updating their website page to be more of a resource page.

**MAC:** Peter Lynch was absent.

**Marketing:** Monica Gunderson reported that she provided marketing support for government affairs and the registration mailer the annual conference. She is working with Anne Schroll at Crawford, Murphy and Tilly. About Us video is being updated, video tapping will be done at the annual conference and the projected completion time is March 2019.

**Membership:** Ted Denning reported that he, Anthony Giovannone and Fred Wu attended database training in July. The committee is developing some programs to increase and retain memberships which
includes learning to use some of the tools the database provides. There are 835 total members of which 120 are affiliate only.

**Newsletter:** Karen Clementi reported that the Fall issue was the second Clarifier issue to go out electronically. The Winter issue, focusing on the upcoming conference and the proposed slate of officers, will be printed and mailed. The deadline for submissions is January 1st due to the earlier conference dates this year.

**NRR:** Kam reported for Brett Garelli the committee is working on determining a key not and a date for the 2019 nutrient seminar. The date may change due to WEFTEC being held earlier this year. The committee has also planned the nutrient track for the conference.

**Operator Training Committee:** Chuck Corley reported that his new committee has met 4 times. The committee has researched webinar offerings from other sources to determine what is already available and their associated costs. The committee also did a survey to determine what are top topics that members would like training on. The committee has identified six topics and are working on identifying content and presenters.

**Plant Operations:** Lynn Kohlhaas reported that the committee has completed most of the preparation for the Operations Challenge at the 2019 IWPC conference. The committee is also collaborating with the Training Committee to develop an operator training curriculum.

**Program:** Mike Lutz reported the draft program is on the website. Mike will be reaching out to the committee for moderator assignments first before going out the membership for volunteers for any remaining moderator slots.

**Public Ed & Student Affairs:** Norm Rose reported that the number of career fairs in the area that the committee previously participated in has dwindled. The committee is working on updating the wastewater primer that had been presented to the Board previously by Greg Cargill. He mentioned that COD may be a school for consideration for the InFlow program in future years.

**Safety:** Dan Rivera must step down as chair of this committee. An announcement for a replacement will be placed in e-news and the Clarifier. IWEA needs to improve the way the nominations for the Burke Safety award are publicized and solicited.

**Scholarship and Charitable Giving:** Paul Hurley was absent reported that the scholarship applications are open from December 1 through January. Please let Paul know if your committee is putting together a basket for the conference.

**Social Media:** Dylan Cooney reported that she has been posting to IWEA social media accounts at least weekly. IWEA needs more LinkedIn followers. E-News is going out at the beginning of each month. Please submit information to her for posting on social media and for E-News and E-Blasts.

**Student and Young Professionals:** Meagan Matias was absent. The fall cleanup of the rain garden was held in November. The committee is finalizing speakers for a YP track to the conference. The track will lead up to the posters and beer competition.
Sustainability: Barbara Scapardine, vice chair, reported the new committee has completed the initial draft and had submitted it the Board and Committee chairs for comments. The survey will be tweaked per the comments received and sent out for a second round of comments. It will then be distributed to a small group of facilities as a test prior to distribution at IWPC. The committee will have an hour presentation on sustainability at the conference on Monday.

Watershed: Lindsey Birt presented a watershed groups information tool that will be linked on the committee page on the website. It details active watershed groups throughout the state. It was developed in collaboration with an intern for IEPA with support from Huff and Huff. It was discussed and decided that the intern, a student from Loyola would be included in the InFlow program to attend the conference. The committee has also finalized the watershed track for the conference.

Website: Mary Johnson reported that she has updated the website as content is sent to her. She has been focusing on the registrations for IWPC. In addition, she created registrations for government affairs, collections and the technologies dinner.

Delegates Report: Rebecca Rose reported that she and Debra Ness have been participating on the operator training work group within WEF HOD. WEF would like MA’s help in highlighting the WEF Operator Ingenuity Contest. The delegates will put together an article with the link for the Clarifier and E-News.

President Kam Law adjourned the meeting.

Respectfully Submitted by Laurie Frieders, Executive Manager.

I certify that these minutes are an accurate account of the December 7, 2018 Executive Board and Committee Chair meeting.

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Cheryl Kunz, President                                  Date Approved

2/13/2019