

MINUTES JANUARY 30, 2018 BOARD MEETING

LOCATION: Conference Call - Various

PAGES: 2

PRESENT:

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| Olivia Lee | President |
| Arlen Foster | Past President |
| Megan Lusty | Vice President |
| Cynthia Ene | Director |
| Galvin Simpson | Director |
| Donald Ittuksardjuat | Director |
| Greg Hamann | Director |
| Jeanne Arsenault | Director |
| Ryan Ethier | Industry Director |
| Crystal Sabel | Executive Director |

PURPOSE: Regular meeting of the NTWWA Board of Directors

DISTRIBUTION: Regrets: Bill Westwell

TO ALL ABOVE Absent: Maria Karveli

AND:

WRITTEN BY: Pearl Benyk

| ITEM | DESCRIPTION | ACTION BY |
|--|---|-----------|
| 1. Call to Order | <ul style="list-style-type: none"> Meeting called to order by President Olivia Lee. | |
| 2. Agenda | <ul style="list-style-type: none"> Moved by Greg, Seconded by Galvin, that the agenda be adopted as presented. CARRIED | |
| 3. Adoption of Minutes | <ul style="list-style-type: none"> Moved by Olivia, Seconded by Arlen, that the minutes of October 19 & November 7, 2017 meetings be adopted as presented. CARRIED | |
| 4.0 Correspondence | None | |
| 5.0 Standing Items | | |
| 5.1 Financial Statement | <ul style="list-style-type: none"> The NTWWA bank statement dated Jan 22, 2018, was sent out in advance and showed a balance of \$97,978. | |
| 5.2 2017 Conference Debrief & Theme for 2018 Conference | <ul style="list-style-type: none"> The tally of the 2017 conference expenses and revenue was sent to board members. There were 73 paid delegates but, due to weather, only 62 were able to attend. Following earlier board decisions, there were no refunds made for delegate no-shows if NTWWA was not informed of no show 10 days before the conference began, though the no-show delegates will be added to the NTWWA membership database and get membership status until December, 2019. There were 7 tradeshow booths and 24 people attended the operators workshop. The total revenue was \$81,340 and the total expenses \$47,060, for a net revenue over expenses of \$34,280. Moved by Ryan, Seconded by Jeanne, that the 2018 conference theme be “Adapting Today’s Infrastructure for Tomorrow”. CARRIED. | |



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| 5.3 New Board Members | <ul style="list-style-type: none">Executive Director Crystal Sabel welcomed new board members Donald Ittuksardjuat, Greg Hamann and Maria Karveli, though Maria was unable to attend this meeting. She explained to new board members the request that they sign and submit the NTWWA Board Pledge and provide Pearl with their bios and pictures for the website. | New Board Members |
| 5.4 Reminder to send conference photos | <ul style="list-style-type: none">Pearl needs photos from the conference for the website. Arlen said Justine had taken several pictures which he had and would forward. All board members were urged to send in whatever pictures they might have taken. Note was made that next year, taking pics of the conference events would be a task specifically assigned to board members. | Board Members Arlen Pearl |
| 5.5 Scholarship Update | <ul style="list-style-type: none">As there have been no applications for the scholarship fund, the decision was made to change the application deadline.Moved by Greg, Seconded by Donald, that the deadline for scholarship fund applications be changed to June 29, 2018. CARRIEDPearl to change the date advertised on the website. | Pearl |
| 6.0 Other Business | <ul style="list-style-type: none"> | |
| 6.1 Journal Articles | <ul style="list-style-type: none">Ken Johnson, who does the editorial work for the NTWWA Journal, has sent an interim list of the articles that he is planning for the 2018 Journal. Olivia urged the board to send Ken any other ideas for articles that they may have. The deadline is end of May, 2018. Pearl will re-send the list to all board members. | Board Members Pearl |
| 6.2 Board Round Table | <ul style="list-style-type: none">No board members at the meeting had any other questions or things to add. | |
| 7.0 Next Meeting | <ul style="list-style-type: none">Wednesday, February 28, 2018 Noon, MST/1:00 CST/2:00 EST | |
| 8.0 Adjournment | <ul style="list-style-type: none">Meeting adjourned by consensus decision. | |
| | These minutes are the writer's best interpretation of discussions at the meeting. Please inform the writer of any noteworthy omissions or errors. | |