

**APWA Rocky Mountain Chapter Spring Board Meeting
Tuesday, April 19, 2016
Cheyenne, WY**

Members in Attendance

- I. **CALL TO ORDER & ATTENDANCE:** Called to order at 8:05 by Chris Hertz. Chris introduced Ron Calkins and everyone in attendance introduced themselves.
- II. **APPROVAL OF MINUTES – Fall Board Meeting September 2015.** Moved by Kurt Seconded by Andrew minutes approved.
- III. **OLD BUSINESS**
- IV. **A. Chapter website**
- V. **B. Facebook Page Stephanie will do it. Owen gladly gave it up.**
- VI. **Conference calls –**
- VII. **Certified Stormwater Class – Ryan & Stephanie will setup for Helena conference. It does plus up attendance. Chris recommended they check on qualifications and start early.**
- VIII. **OFFICER’S REPORT**
 - President’s report: This is best time for conference that we can come up with. Would like more participation from our members of approximately 200. Do a survey? How do we get people to come to conferences? Likes sister-City concept. Our core group is great and participates well. Include more certifications was Owens idea. Stormwater certification would be helpful. Flood plain too. Would be nice to have a playbook to work from. Helena will document and share. Networking is good but we need a certification piece for each conference in the future. Montana Public Works Directors get together to conduct business so they speak with one voice to state agencies. Ron discussed starting a California APWA branch. Branch does not duplicate what a chapter does. You network and meet regularly. Challenge us to think about it in a more local setting but doesn’t compete with the Chapter. Set aside time at each conference for states/cities/towns Public Works Directors to come and meet. Chad talked about Rural Water where we can mirror the way they look at getting bigger cities. We need to plan ahead further—June 2016. John suggested we each contact 10 people. Chad and Andrew suggested we work with certifications and bigger cities. Continue talking about this.
 - Past President – not present
 - President Elect – Need quarterly conference calls to discuss conference & items like bylaw changes. Need to get the information out early on location and dates. Tell them what certification you will offer. Go back and get your younger folks involved. Try to entice younger folks ideas so they will get involved. Jeff thought it might help to offer a reduced fee to come to conferences. SEND OUT A NEW IDEA LIST IN A MONTH.

- Treasurer – Little trouble with bank account. Statements are not being delivered correctly. Still working to get that right. National changed budget year to July 1 to June 30. She halved the budget to cover from December 2015 to June 2016. Katie Ward will forward the budget to me and I will present at the general membership meeting.
- Secretary – Will go to Minneapolis for Congress in August 2016. Stephanie Beckert volunteered to be the new Secretary.
- Council of Chapters progression is too short if less than 6 years. Ron Calkins said two years is too short. Ryan Leland agreed that two years is too short. Ryan says he thinks four years is more appropriate. But we do need to turnover more than in the past. **Chris Hertz suggested we do the three year term as listed in the bylaws then re-elect as necessary.**
- Idaho Delegate – Andrew talked to Steve Schulte and he is going to Minneapolis. Get Steve involved by giving him something to do.
- Wyoming Delegate – Michael Foote agreed to serve. Wyoming Governor's Office fax number didn't work. Chris Hertz will email proclamation to me so I can get that done.
- Montana Delegate – Chad reported that there were no booths available at Montana League of Cities. Trying to get Montana folks but AWWA is big competition. Challenges for location big enough in Helena, but legislature in session. Ryan & Stephanie will look for dates and location. Two delegates available. To be decided on Thursday. Tyson Lesmeister is a nominee. Chris would like to get Calispell more involved.
- Andrew will put nominations together for Thursday.

IX. NEW BUSINESS

- 2016 Spring Conference – Vicki will put together a playbook for conference
- 2016 Fall Board Meeting – Red Lodge MT in beginning of Thursday September 8 Board Mtg start at 1:00. Follow-up with strategic planning session on Friday morning. Eat at Carbon County Steak House for Board Dinner. Chris will invite Brian VanNorman.
- 2017 Spring Conference – Check Faremont and check on what's available in Helena. Legislature is a conflict, but Ryan & Stephanie will work it out.
- Membership discussion – Ryan passed out membership list. We're down 4 percent. Our issue is really getting people to become active in the Chapter. Need to update website with awards and next conference. Stephanie will work on Facebook page. Send pictures to Stephanie & Owen. Thank vendors.
- By-Laws – Change fiscal year option & doesn't require a membership vote. Also need to change House of Delegates to Council of Chapters. Also need to change terms. Chris will put together the new bylaws and present at Fall 2016 Board Meeting.
- Chapter website update – Ryan Salisbury has offered to do the update. If he's not willing to update we need someone to update as information comes in. Brad Patterson will send a membership list in a couple of days vs Owen exporting it off the website. Can we entice someone (a techie) to get involved? Chris will follow-up. Ashley Wilson at National helps tutor new folks on the website.
- 2018 Spring Conference – Idaho possibly Lewiston or Moscow would cost less and has more active people to help. Are we interested in a joint conference with Oregon or Washington? If Boise is the reason for a joint conference then that works. Andrew Kimmel will check with Oregon & Washington. Could also look at Worley that has a new

convention center with casino. Worley is thirty miles south of Couer deLane but cheaper hotel & food costs. Andrew will follow up.

- 2019 Conference is Sheridan Wyoming
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NEWSLETTER cost is \$400 plus stamps. Is it worth it to have a paper copy of a newsletter with associated mailing costs. Owen can more easily send via email. Moved by Chad with Stephanie second to discontinue paper copies of newsletter. Will send a postcard to notify members the newsletter will be electronic in the future. Owen will send post card. Owen will check to be sure it checks out before we notify.

INVITE other states every time even if not a joint conference. Ron thought it was a good idea, but should check with Jill to see what she thinks.

- X. COUNCIL OF CHAPTERS:** Ryan Leland reported that it was like a whirlwind. It was great to network. One thing that came out is that we need to setup our committees to mirror as at national. One example is financial where we find a concern then work toward a solution to include funding that solution. Lots of great discussion to try to bring issues every city, county, state to the forefront. It's an opportunity at each conference to round table discussion on items we all deal with e.g., deferred maintenance, MS4 ordinances, etc. Bring in funding agencies to discuss complexity of applications for grants... can we use that money more effectively by direct funding. How can we present these ideas to the legislature to promote change. Ron added that Council of Chapters has nine different committees that work on different issues. Board of Directors asset management & infrastructure development are two areas of interest that the Board is addressing. Working to focus nationals attention on a Public Works caucus that care about infrastructure. Andrea Heals is Washington DC is willing to put on an advocacy workshop to help us learn how to advocate at the state level. They can help us to figure out a strategy to support infrastructure. We need to be in the conversation. Ryan will contact Andrea directly. Are we looking for general awareness that we can be a resource or are we supporting or objecting to specific legislation? Have we done strategic planning in the past?

Focus on the vital few... what do we want to accomplish in the next year? Newsletter, Facebook, Stormwater Certification, ByLaws. (Who is in the lead and who is going to help the lead accomplish the task?) Katie Ward mentioned Montana Infrastructure Coalition and will send information to Ryan Leland via email.

XI. COMMITTEE REPORTS (by members present):

- a. Scholarships – Kurt said 4 applicants but waiting on those postmarked. 2 from Montana, 2 from Idaho. Sent postcard out in past and had good response, but will implement an annual postcard because interest has dropped off.
- b. Awards – 9 Applications, 4 awards: Project of the Year over \$5 million, Technical Mgt & Innovation, Exceptional performance in Adversity, Public Works Leader of the Year. Tyson will present awards at the banquet.
- c. Fleet – John said vendors were interested in having an equipment show.
- d. Membership – Jeff said they had a webinar but wasn't available. New person from Pocatello joined recently. Working to get City of Chubbuck to join. There's a group in

Idaho that meets on a monthly basis to discuss issues & talk about involvement in APWA.

NOMINATIONS (Andrew)

Andrew moves up.

Vicki moves up.

Stephanie moves in.

Ryan for Council of Chapters/Chris alternate

Idaho delegate Jeff, Owen is a delegate

Mandy moves to Membership Chair

Montana delegates 2 seats open

Wyoming delegates 2 seats open Jason from Casper/Michael Foote volunteered/Nic has more names as well

Awards Chair Tyson Lesmeister

Newsletter Chair is Deirdre w/Owen alternate

Sustainability - Michael Foote

Historian – Ryan Salisbury

**Vendor Liaison – Robin? Look for a vendor to be on the board (East Jordan/Contech/ISI)
(Let's talk with these vendors and see what they say)**

Fleet Services – John

Scholarship – Kurt

Leadership & Management – Open

Diversity - Open

Education - Open

Emergency Management - Open

XII. ADJOURN Andrew moves to adjourn. Ryan second. Adjourned at 11:20 am.