

The Virginia Rural Water Association's Board of Directors met Wednesday, June 21, 2017 at the Virginia Rural Water Association's office in Buena Vista, Virginia.

Members Present:

Pam Baughman – President, Louisa County Water Authority, Region IV
Tom Delbridge – Vice-President, City of Emporia, Region V (At-Large)
Todd Kilduff – Secretary/Treasurer, Goochland County Public Works Region IV (At-Large)
Mike Ritchie – Town of New Market, Region III
Mike Lynn – Albemarle County Service Authority, Region II (At-Large)
Mark Estes – Halifax County Service Authority, Region V

Members Absent: (excused absence)

Frank Davis - Campbell County Utilities & SA – Region II
Roy Markham – Castlewood Water and Sewer Authority, Region I
Tracy Puckett – Lee County PSA, Region I (At-large)

Staff Member Present:

Myrica Keiser – Executive Director

Mark Estes provided the invocation.

Call to Order:

The meeting was called to order by Pam Baughman, President.

Roll Call:

Todd Kilduff – Secretary/Treasurer certified that the above members were present and there was a quorum.

Approval of the minutes April 23rd & April 25, 2017:

On a motion by Tom Delbridge and seconded by Mark Estes, the Board agreed to approve the minutes of April 23rd & April 25, 2017. Motion Carried.

Consent Calendar:

None

President's Report:

Pam Baughman, President welcomed everyone and thanked them for their attendance. She commended staff for their work on conference. She felt it was once again a very good one. She also stated that it was important to keep up with informing our legislators as to who we are.

National Director's Report:

Tom Delbridge reported as reported NRWA was continuing to stay on top of the funding issues along with meeting the new representatives in key appointments. He also stated that it was important to keep in contact with our representatives.

Executive Director's Report:

Myrica Keiser, Executive Director stated that her report was included in the board packet and ask if anyone had any questions. Highlights from the report:

- ✓ Possible delay in the USDA Wastewater funding
- ✓ Conference Report
- ✓ In-Service Training for staff

Committee Reports:

2017 Conference - Myrica Keiser reported that as of May 31, 2017 revenue received \$188,506.49 with \$119,074.64 in expenses leaving a profit of \$69,431.85. Hotel Roanoke's new incentive program along with the COTA grant received was extremely helpful. It was discussed to open part of the Crystal Ballroom for more vendors. No decision was made.

Expo 2017 -Myrica Keiser reminded the board of the new dates for Expo (Oct 16-18th) and staff was looking at possible ordering sweatshirts. Board discussed to advertise more as a "team building" event. On a motion made by Tom Delbridge and seconded by Mark Estes the Board agreed to increase attendee fee by \$10 (\$75) and vendors by \$50 (\$250). Motion Carried.

Legislative:

Mark Estes, Chairman of the Legislative Committee reported for the Water Advisory Committee Meeting. He stated that no appointment had been made for the ODW director's position. It was being looked at combining several departments in order to save funding.

He stated that there is a concern over the pass/fail numbers regarding the operator's license exam. Old rate was 67% passing and now 50% below. He questioned what we could do to assist the operators. Myrica Keiser reported that VRWA staffs Betty Green and Donna Lawson both were working with DPOR in providing training for the new material on the exam. Mark Este reported there was a need for cross connection training and that the final approved regulations should be published in July.

Old Business

None

New Business

Approval of Budget FY 2017-2018:

On a motion made by Mark Estes and seconded by Mike Lynn the Board approved the budget for FY 2017-2018 with a 4% salary increases presented by the finance committee. Motion Carried.

Approval of Auditors Rates:

On a motion made by Todd Kilduff and seconded by Tom Delbridge the Board approved for Lowe & Associates to perform the audit for FY2016-2017 and their rate of \$6550.00. Motion Carried.

On a motion made by Tom Delbridge and seconded by Todd Kilduff the board approved to amend the FY2017-2018 budget to revise the line item for auditor fee by \$50.00. Motion Carried.

Other Board Comments:

None

Adjournment

On a motion made by Tom Delbridge and seconded by Mike Lynn the Board agreed to adjourn the meeting of June 21, 2017. Motion carried. Meeting adjourned.

Certification of Minutes of Virginia Rural Water Associations Board of Directors

Meeting held June 21, 2017

Attest: _____

Date: _____

SECRETARY/TREASURER

Attest: _____

Date: _____

PRESIDENT AND/OR VICE-PRESIDENT