

The Virginia Rural Water Association's Board of Directors met Friday November 18, 2016 at the Virginia Rural Water Association 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)
Mike Ritchie – Secretary/Treasurer, Town of New Market, Region III
Mike Lynn – Albemarle County Service Authority, Region II (At-Large)
Mark Estes – Halifax County Service Authority, Region V
Frank Davis - Campbell County Utilities & SA – Region II
Todd Day – Town of Tazewell, Region I (At-Large)

Members Absent: (excused absence)

Roy Markham – Castlewood Water and Sewer Authority, Region I
Todd Kilduff – Goochland County Public Works Region IV (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:

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

Approval of the minutes August 17, 2016

On a motion by Todd Day and seconded by Tom Delbridge, the Board agreed to approve the minutes of August 17, 2016. Motion carried.

Consent Calendar:

On a motion by Tom Delbridge and seconded by Mark Estes, the Board agreed to approve Sub-award Agreement – EPA Training & Technical Assistance 2016-2017 and the EPA Training & Technical Assistance Operating Plan for 2016-2017. Motion carried.

President's Report:

Pam Baughman, President welcomed everyone and thanked them for their attendance. She stated that she along with Myrica Keiser were to attend the VML conference in Virginia Beach during the storm Mathew. Due to the power outage and the uncertainty of the weather it was decided to return home. Pam Baughman reported that they did attend the VACO meeting and found that it was not attended as well as it had been in the past.

National Director's Report:

Tom Delbridge stated that NRWA received White Papers for the "EPA Lead & Copper Rule", introducing the new training program "Workforce Advancement Center", Water Pro, and reminder of the upcoming board training in Florida. He stated that NRWA was working on their strategies once the election was over and seeing which party had the majority in congress. He also reported that he had been appointed to the following committees: awards, leadership board training and professional development training.

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. Other items were:

- ✓ Reported that Lucian Lineberry will be on sick leave for 3-6 months due to having surgery, will need to hire a temporary circuit rider
- ✓ Invested \$50,000 in the Jackson National Life
- ✓ Personal manual is being reviewed
- ✓ Membership list included in packet of those who are now inactive
- ✓ NRWA watching to see if Continuing Resolution for the Government will be expanded now that the election is over

Committee Reports:

Expo: New dates will be October 16-18th. Myrica Keiser reported that staff will be looking at a possible different format – will look at having possible demonstrations instead of classes. There was discussion of possibly moving location to Roanoke or Salem.

2017 Conference

Myrica Keiser reported all speakers have been confirmed. Flyer information is now at the printers and will be included in the winter StreamLine magazine. Plans are to post on the website next week.

Finance

Mike Ritchie presented the audit review for 2015-2016 prepared by Lowe & Associates. He thanked the staff and board members for their service to the association.

Some of the highlights were:

The Current Assets to Current Liabilities Ratio: 2016 = \$4.78 as compared with 2015 = \$4.90 a decrease of \$.12. This indicates for every \$1 of current payables the Association has \$4.78 in current cash, receivables or cash equivalents to cover these payables.

The Debt to Net Asset Ratio: 2016 = .18 as compared to 2015 = .18. This indicates that the Current Liabilities are low, meaning there is not a lot of outstanding bills or debt.

Net Assets as a % of Total Assets: 2016 = 82% as compared with 2015 = 82% - no change. This indicates that the majority of the Association's Assets are paid for.

Revenue increased \$43,825.00 in fiscal year 2016 due to increased proceeds from the conference and expo. Expenses also increased by \$71,381.00 on fiscal 2016 due to having programs in operation for the entire fiscal year.

The Association is still dependent on the continued support of the federal contracts with National Rural Water Association.

On a motion made by Tom Delbridge and seconded by Mark Estes the board approved the 2015-2016 audit as prepared by Lowe & Associates. Motion carried.

Legislative:

Pam Baughman stated that now the election was over we needed to start preparing for next year and what this election will mean to the small rural communities.

Myrica Keiser reported that the next scheduled board meeting will be Wednesday, January 18, 2017 in Richmond. She stated that she is in the process of obtaining rooms for lodging and ask the board to let her know who will need lodging. Board decided to schedule their meeting for 2:00 pm on the 18th.

Mark Estes reported for the Water Advisory Committee that ODW has hired a full time Source Water Protection Technician, will be eliminating the director's position and have regional directors instead. He also stated that their budget had been cut.

Board members requested that the committee provide a report for January in order to have something to take to their state delegates. Board also asked for Myrica Keiser to have an internal report prepared to hand out as well.

New Business:

QS/1 Contract –

Myrica Keiser stated that she did not sign the new contract. She said that the company was to get back with her with a counter offer but has not heard back from them. It was stated that the new contract was not offering the association enough incentive to sign at this time.

iamGIS.net –

Myrica Keiser reported that she had been approached by iamGIS.net to partner with them offering an affordable asset management software and digitization service for utilities. She stated that Walter Higgins and Britney Vazquez (Region 3 EPA) has approached in regards to a grant working with systems providing a GPS unit, training and assistance with a GIS software program.

Board decided to hold off on the partnership with iamGIS.net and obtain more information from the EPA office.

Executive Session

On a motion made by Tom Delbridge and seconded by Mark Estes the board entered into executive session. Motion Carried.

On a motion made by Tom Delbridge and seconded by Mike Ritchie the board agreed to exit executive session. Motion Carried.

Next board meeting will be Wednesday, January 18, 2017 at 2:00 pm in Richmond, VA. Location to be announced.

On a motion made by Frank Davis and seconded by Mike Ritchie the Board agreed to adjourn the meeting November 18, 2016. Motion carried. Meeting adjourned.