

The Virginia Rural Water Association's Board of Directors met Wednesday, January 24, 2018 at the Omni Hotel Richmond, 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)  
Frank Davis - Campbell County Utilities & SA – Region II  
Tracy Puckett – Lee County PSA, Region I  
Nathan Carroll – Bedford Regional Water Authority (At-Large)  
Mike Lynn – Albemarle County Service Authority, Region II (At-Large)  
Mark Estes – Halifax County Service Authority, Region V

**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 December 8, 2017:**

On a motion by Tom Delbridge and seconded by Tracy Puckett, the Board agreed to approve the minutes of December 8, 2017. Motion Carried.

**President's Report:**

Pam Baughman, President reported the continued watches on Ammonia Nitrogen Limits & Grants, (SB 340 & 344) among others. She also informed the board that "Water Otter" was still training and several members were partnering with them.

**National Director's Report:**

Tom Delbridge reported NRWA was continuing to stay on top of the funding issues, and they are in preparation for upcoming conference in September.

**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:

- ✓ Preparations for Upcoming NRWA Rally in DC
- ✓ VRWA Board Retreat Set for February 23<sup>rd</sup> & 24<sup>th</sup>
- ✓ Affinity Programs
- ✓ Website Proposals
- ✓ Conference Update

Myrica Keiser also reported on:

- ✓ ServLine – regional meetings after the first of the year ( working with Donna Lawson)
- ✓ Working on receiving copier proposals

## **Committee Reports:**

### **Legislative**

Mark Estes, Chairman of the Legislative Committee along with Pam Baughman (President) provided the board members with a listing of upcoming bills that needed to be watched. Board asks that Mark Estes email the list to them for them to take with them on their visits to their representatives.

### **Conference 2018**

Myrica Keiser reported that to date 42 booths were sold with 37 attendees signed up. She reported that a speaker was needed for the opening session and that a speaker for the closing had been confirmed.

### **Old Business**

**Report of Expo Date** – October 22-24, 2018 has been confirmed for this year's Expo.

**Grant Proposal** – Still in conversation with Nancy Carr proposal to obtain her services to search and write grants for the membership.

### **Website**

Proposal was presented from Apteam (GoMembers) for a new website and database. The development and training fees to be \$12,800 with a \$4000 year maintenance fee. On a motion by Tom Delbridge and seconded by Todd Kilduff the board approved the contract with Apteam (GoMembers) for new website and database. Motion Carried.

### **New Business**

**Region III Board Vacancy** – On a motion by Tom Delbridge and seconded by Mark Estes the board approved the appointment of James "Jim" Didawick (Town of Woodstock) to fill the vacant seat of Mike Ritchie, Region III. Motion Carried.

### **Revised FY 2017-2018 Budget**

On a motion made by Mark Estes and seconded by Todd Kilduff the board approved the request for a 4% salary increase for all staff effective January 1, 2018. Motion Carried.

### **Other Board Comments:**

Mike Lynn reported that he is co-chair for WARN. He reported that a brochure had been approved to be circulated. He also stated that they may look into setting up a booth at our upcoming conference.

### **Adjournment**

On a motion made by Mark Estes and seconded Todd Kilduff the Board agreed to adjourn the meeting of January 24, 2018. Motion Carried. Meeting adjourned.