

Atlantic Sates Rural Water & Wastewater Association

BOARD OF DIRECTOR'S REGULAR MEETING

Tuesday, June 7, 2022~ 10:00 AM

CALL TO ORDER: Marty Cormier called the regular meeting to order at 10:17 AM.

ROLL CALL

Present: Members present were Jennifer Palmiotto (NRWA) Board members, Marty Cormier, Robert Wittenzellner, Pete Kasacek, Ted Donoghue, and Shelby Jackson- who arrived late...

Absent: None

MINUTES

a) T. Donoghue put forth a motion to approve the 5/3/22 regular meeting minutes as submitted. P. Kasacek seconded. All voted "aye" and the motion passed.

BUSINESS

1) **Public Request and or Comment:** None.

2) **Don Carver Executive Director:** Mr. Carver was not present at the meeting and thus no update.

3) **ASWWA 2022 Event Update:** D. Carver sent out an updated conference to do list. We need to assign some specific tasks to the staff and the BODs. Diane is stepping up big time helping out with numerous important details, as well as Bob Horn. J. Palmiotto updated on sign ups. So far 25 attendees, 10 vendors, and 4 breakfast sponsors. We need at least 75 more attendees. Jennifer feels that when we mail out the Annual Meeting notice, that more people will respond to attend. We discussed that linguistics of getting the notifications out into the mail, this would also include the conference registration/schedule flyer and the letter from D Carver, out in the mail by Monday the 13th. T. Donoghue suggested a local vendor that he works with, Photo Arts, to pull this together and get it out. T. Donoghue will follow up and take control of this project and ensure that it gets done is mailed out by Monday the 13th. We also discussed the water tasting contest, normally the water specialist helps in this area. M. Cormier will follow up with D. Carver to address that. T. Donoghue asked P. Kasacek if he could help out in pulling this together- which he whole heartedly agreed to. R. Wittenzellner will also gladly assist. They will need to help find 3 judges and R. Wittenzellner suggested reaching out to Phoenix Labs to help sponsor the event and to provide samples bottles to the contestants. J. Palmiotto suggested that we could get lab coats for the judges from Phoenix Labs as well.

4) **ASRWWA Name Change Update:** M. Cormier spoke with the attorney out of Portland, ME and she made excellent suggestions for the Annual meeting agenda, and wrote the language

for the proposed name change and some bylaws changes. The BOD needed to generate some suggestions, we came up with four. J. Palimotto suggested we welcome input from the staff as well. T. Donoghue emailed the staff after the meeting asking for their picks. The top four or five choices will be added to the agenda for the Annual Meeting, on June 23rd, and to be voted on by our members.

5) Board Member's Request/ New Business: None.

6) E-Commerce Squarespace Update: J. Palmiotto shared that C. Jones (NRWA) has the draft website all set to go. The next step is to have our members vote on the new name, then we would have to purchase the domain name and then finally come up with a new logo. Then we can use Memberships Works software to integrate the member data base with links to training, membership payments, as well as numerus other things.

7) Communication/Reports:

- a) D. Carver, no updates.
- b) EPA/TAT Grant, no updates.
- c) USDA Water Circuit Rider Program, no updates.
- d) USDA Wastewater Program, no updates.

8) Membership: J. Palmiotto shared that all invoices have been mailed out, but that we will need to do some more pushes. T. Donoghue inquired about daily email blasts, J. Palmiotto stated that we cannot email people every day about the conference, as it will turn off people to becoming members or renewing.

9) Generating Revenue-CCRS: M. Cormier stated that Bobby Ray will be helping to cover these for our members for the foreseeable future, as the previous other person did not work out

10) Financial Report: None

11) Old Business: None.

13) Adjournment: Motion: T. Donoghue moved to adjourn at 11:08 AM. P. Kascek seconded. All voted "aye: and the motion carried.