The meeting was called to order by Chair David Goodrum at 1:10 p.m., at KY Dam Village State Park, Paducah, KY.

Those in attendance included:
David Goodrum, Chair
Robin Strader, Vice Chair
Julie Duncan, Treasurer
Lori Simpson, Secretary (Absent)
Lisa Detherage, Member Services Director
Shaun Youravich, Central Water Representative
Matt Chancellor, NC Wastewater Representative
Roy Gray, Eastern Chapter Water Representative
Katie Avera, Eastern Chapter (proxy for Lloyd Keyser)
Chris Spriggs, Western Chapter
Leslie Rogers, Western Chapter Water Representative
Darren Rankin, Western Chapter
Jacob Billingsley, Central Chapter Wastewater Representative
Alan Todd, Western Chapter (Absent)
Brian Bourne, North Central Chapter (Absent)

Opening Prayer:

David Goodrum opened with a prayer for Lloyd Keyser.

Old Minutes:

- The meeting minutes from the February 2016 were distributed and reviewed.

  Motion was made by Robin Strader to approve the February 2016 meeting minutes, second by Shaun Youravich. All in favor, motion carried.

Treasurer’s Report:

- Financial Report was presented to the board.
  
  Account Balance: $139,053.25

  Motion was made by Robin Strader to approve the Treasurer’s Report, second by Matt Chancellor. All in favor, motion carried.
2015 Taxes have been submitted to the Account for filing. The Accountant’s wife is very sick at this time, and he plans to either file the taxes or an extension by the May 15th deadline.

**Member Services Report:**

- The Member Services Report was presented to the Board for approval.

> Motion was made by Shaun Youravich to approve the Member Services Report, second by Robin Strader. All in favor, motion carried.

**Old Business:**

- **Louisville Web Group – Status**
  Lisa Detherage reported LWG is doing better. She met with the new programmers, since Chris (former programmer) left the company. They are currently working on the list of about 20 items to be done. She hopes they will be completed by the end of June 2016. Still some issues of fixing one item and messing up another.

  Lisa has prepared a new RFP and distributed it to the Committee for review to begin the process of hiring a new web company.

- **Scanning - Status**
  Western Chapter is complete. Conference (2016) Stamp Sheets are complete. North Central needs to be filed in Drop Box. Eastern Chapter will be working with Lloyd Keyser to complete their scanning.

- **SOP(s) – Status**
  Julie Duncan has a typed draft of the Treasurer’s SOP. Robin will be preparing a draft ASAP. Shaun Youravich has volunteered to review the SOP(s) for submittal to the Board for approval.

**New Business:**

- **Appointment of Nominations Committee**
  Eastern – Roy Gray, Chair of the Committee  Central – Jacob Billingsley
  Western – Les Rogers  N. Central – Matt Chancellor

  Need to begin the process to field applicants for State KWWOA VP position for 2017. Timetable – Receive applicants by the end of October for submittal at the November Board meeting for putting on the ballot.
• **Personnel Evaluations**
Motion was made to go into Executive Session.

*Motion was made by Shaun Youravich, second by Robin Strader. All in favor, motion carried.*

Motion was made to return to the Board Meeting.

*Motion was made by Shaun Youravich, second by Robin Strader. All in favor, motion carried.*

Board approved the following salaries for staff:

- Lisa Detherage - $2,500 Bonus; $1,000 yearly raise
- Julie Duncan - $1,000 Bonus; $50 month raise

David Goodrum will be working on new contracts for Lisa and Julie to sign. Their new evaluation dates will be May of each year.

Shaun Youravich questioned Lisa Detherage on what responsibilities she felt she could get rid of. Lisa stated she felt she did not need to be on all committees. Need more support from Board. She feels she has no summer down time. Granted the web site issues has been the main problem lately. Thinking possibly of letting each Chapter handle their trainings.

Robin Strader stated one possible way of relieving Lisa of some duties is for her to do the Administrative portion of the training (application, submittal, etc.) and let each Chapter handle the remaining items for the events.

David Goodrum stated Lisa has been paying for extra help and she is no longer to do so. The Board voted to pay an individual of her choice, not to exceed $8.00 per hour.

*Motion was made by Shaun Youravich to approve the extra help salary, second by Jacob Billingsley. All in favor, motion carried.*

• **KRWA – Operator Expo**
KWWOA has been invited to the 2015 KRWA Expo by Gary Larimore. Mr. Larimore would like for the 2017 to be a joint effort between KWRA and KWWOA. KWWOA has also been hit up by several vendors encourage us to do so. Mr. Larimore has requested a list of our conference attendees. Lisa told him she would discuss it with the Board at our May meeting.
The Board discussed, if they pursue this joint effort, would KWWOA be helping organize the event, where, when, etc.? What is KRWA’s vision of what they want in the venture? Shaun Youravich questioned if it is for the vendors benefit? Could this be an advantage to both associations? Who is going to work with KRWA on this event? At this point, KWWOA lacks staff and a good reason to decline.

Robin Strader suggested that KRWA be asked to submit a written proposal to KWWOA to outline the division of work. Julie Duncan suggested inviting Gary Larimore to a KWWOA meeting to present the Board with a proposal and let the Board clarify questions. Should the Board request a proposal they would like to receive it by the July 27th meeting. David Goodrum will request a proposal.

Shaun Youravich, Robin Strader, David Goodrum, Lisa Detherage, Les Rogers, and Jacob Billingsley agreed to accept the KRWA invite and attend the 2016 Expo.

- **DCA & Education and Workface Development Workgroup**
  Lisa Detherage met with Paulette Akers and Tom Gabbard, on behalf of the Board, concerning questions regarding: Instructor credentials, calculation of CEUs and operator experience issues. She is advised that the Board is supportive of DCA but concerned that perhaps certification regulations are not being followed. This is of concern in that you already have the Water Advisory Group raising staffing questions and then if you have disgruntled utilities, you the State may be pressed to open up the operator certification regs for revision.

  Lisa will type up a report of all issues discussed at these meetings.

- **July 27, 2016 Board Meeting Location**
  The next meeting of the Board will be in London, KY at the London Wastewater Plant at 11:00 a.m. Lisa Detherage will talk to Mr. Poxidexter about places to have lunch brought in for the meeting.

- **Conference Attendance/Booth Staffing for other Conferences**
  The following are conferences KWWOA plans to exhibit/attend for 2016: attend Water Professionals (July 17-20), Knoxville, TN, exhibit at KY Rural Water Association Conference (August 22-23), Louisville, KY, and sponsor League of Cities (October 4-7), Lexington, KY. Lisa Detherage will send out an email requesting volunteers to work the KWWOA booth.

  Darren Rankin feels the sponsorship, plus the location of the booth at the League of Cities Conference (2015) was very beneficial to KWWOA. Lisa Detherage will check with League of Cities to see what types of sponsorships are available for the 2016 conference.
• **ADD meetings Attendance**
  KWWOA has been approached by two Area Development District (ADDS) to do a presentation at their meeting(s). Lisa agreed as this is a means of increasing membership as discussed within the Strategic Plan.

  June 8th, Cumberland Valley ADD – London  
  June 16th – Green River ADD – Owensboro

Lisa will prepare a base Power Point to be used at these meetings. The Board is requesting a representative from the Chapter attend and/or to take over attending these meetings. There may be ADDs that it will not be beneficial to attend based on our current membership (i.e. Lincoln Trail). Lisa Detherage will email dates of ADD meetings to Chapters as they come available.

**Committee Reports**

**Awards:**

- **Awards Committee:** The committee is requesting applications at this time for 2017.

**KLA Program:**

- **KLA:** Account balance: $16,875.54. Looking for a replacement for Chair and volunteers for the committee. Robin Strader stated she is talking with Charlene Mann or Mandy Spaulding for possible Chair position.

**Conference Committee:**

- Lisa Detherage distributed stats on the 2016 Conference. Total Conference earnings is estimated at $32,074.00. Attendance was down for 2016.

- Darran Rankin presented the stats of a survey completed by the operators concerning location and hotel preference. Top two locations were: Louisville and Northern Kentucky; hotel preference: Galt House, Crown.

  The 2018-2019 RFP has been sent out for bid. No response from Lexington area. Received bids from Owensboro (not enough adjacent hotel parking), Marriott Louisville (too expensive), Galt House (submitted for two years, but one conflicted with Easter), Crown Louisville (2 years) and Northern Kentucky Convention Center (2 years).

  A site visit was made to the Northern Kentucky Convention Center. There are 5 hotels with trolley service. Looking to possibly have meeting rooms in the
exhibit hall to help with vendor traffic. Committee is leaning towards holding the 2018-2019 conference in Northern Kentucky.

Technical Committee:
- An RFP has been drafted for hiring a new web company to maintain the KWWOA website. Chris Spriggs is looking around for possible interest. May have to go out-of-state. Hope to hire someone by August 2016. The Board is requesting volunteers from each Chapter to be on the Technical Committee.

Wastewater Board Meeting
- Robin Strader reported the Board is working to enforce operators to do their job and do it by the regulations.

Drinking Water Board Meeting
- Julie Roney submitted information to David which he will distribute.

Water and Wastewater Advisory Committee
- No report at this time.

Open for Discussion:
- Next meeting on July 27th, 11:00 am, London Wastewater Treatment Plant

Adjournment

Motion to adjourn at 5:35 pm Central made by Shaun Youravich, second by Les Rogers. All in favor, motion carried.