



SORA Board Meeting Minutes

January 2, 2018

2:30 PM Eastern Standard Time

Meeting held via GoToMeeting

Board Roll Call: Mary Clark (VT), Chuck Cousino (CO), Ann D'Alfonso (KS), Amanda Clark (CT), Jeremy Simmons (WA), Region 2 (Ed Wengrowski), Steven Krieg (MD), Steven Berkowitz (NC), Mike Mettler (IN), Matt Pace (OK), Michael Bolt (Tribal), Chris Edwards (KY, covering Region 9), Derek Smith (Canada). Eric Folks (Region 7)

Invited guests: Dick Bachelder (COI Rep.), Sheryl Ervin (COI Rep.), Ed Corriveau (Retirees) Ed joined late

Green = Present

Red = Absent

Approval of meeting agenda

Approved with a few additions from Mary

Approval of December board meeting minutes

Motion by Ed Wengrowski: Approve December Board Minutes

Seconded by Chuck Cousino

Amanda, Eric, and Steven abstained

None opposed: Passes

Executive Committee Reports:

Presidents report: (Mary Clark)

- EPA WIRFC Draft Materials Review Update

Mary reports: module takes an interesting approach in that it has a lot of technical information along with financial information. Mary provided feedback to the development team. SORA may need help them refine it further going forward.

- Ann D'Alfonso has transitioned out of decentralized, she is nominating Eric Folks as a replacement for Region 7. Eric is from Missouri. Eric reports: I am program manager 3000 gpd or less. Prior worked at county health in wastewater. Prior to that I owned an installer company.

Motion by Chuck Cousino: The Board should name Eric Folks as Region 7 Board representative

Seconded by Matt Pace

All approve

Passes: Eric Folks is SORA's Region 7 Board Representative and will serve out Ann's term

- NOWRA Update



We should talk quarterly with NOWRA to make sure we're on the same page.

Secretary report: (Jeremy Simmons)

No report

Treasurers report: (Amanda Clark)

All COI invoices went out last month

2 new COIs, which will be 12 in all if everyone stays on.

NESC is one of the new ones. ClearStream is the other.

2 COIs have used our online form and paid their membership dues. It costs us 3% when membership dues are paid with a credit card. We expect most to pay via check. We can evaluate this and decide if our COI dues should be changed in future membership cycles.

We now have a permanent address through mailboxes ect. Our PO Box will be closed down. It costs more this way but we can change who actually receives the mail easily as Treasurers change.

We have:

\$6250 in checking

\$1209 in savings

Have three checks to deposit. Will keep \$5K in checking and put rest in savings, to earn better interest

Paid insurance this month. Still need to pay bill from NOWRA. Matt has received this and will explain to the Board and forward to the Treasurer.

Standing Committee Reports:

Strategic Planning (Mary Clark)

Membership (Jeremy Simmons / Chris Edwards; Co-Chairs)

- Update on roll-out of membership dues; process, etc.

Discussion on membership. Is our membership e-blast ready? We think we need an explanatory email to go out to current members before the e-blast. Assigned to Jeremy (Membership Committee). How do non-voting members get solicited? Do we need a flyer?

Conference Planning (Matt Pace)

Billing from 2017 NOWRA conference has arrived and is \$2409

NOWRA conference meeting start (we think) in March

COI Report:

- COI Report (Dick, Sheryl)

Dick reports: who (which COIs) has paid? Amanda answers: Jet, Presby, Orenco and Clearstream have paid. Dick will follow up with those that have not paid.



Adhoc Committee Reports:

- **Website (Ann D'Alphonso, Travis?)**

Ann reports: changed the PO Box address to the new one, updated info on membership page. We have been testing the membership page and unfortunately we couldn't make it work completely. Jeremy and Amanda should both receive email notices when someone completes the membership form. Jeremy receives the notices but Amanda does not –for some reason. Jeremy will therefore send all invoices he receives to Amanda.

Motion by Amanda Clark: Create Website ad hoc committee and name Ann D'Alphonso as Chair

Seconded by Chuck Cousino

None opposed

Passes

- **Sustainability (Amanda Clark);** Committee On hold
- **Data Sharing (Vacant);** Committee On hold
- **Retirees (Ed Corriveau);** Update
Russ Martin and Dave Shepins are in retirees committee

New Business:

Old Business:

Action Item Review:

Adjourn:

Motion by Chuck Cousino: Adjourn

Seconded by Amanda Clark

All approve

Passes

Future Meeting Dates for 2018 (First Tuesday of each month): February 6, 2018; March 6, 2018, April 3, 2018.
All meetings will start at 2:30 EST.