

**New England Water Works Association, Inc.
Board of Directors Annual Meeting
September 21, 2014**

The New England Water Works Association, Inc., held an annual business meeting on September 21, 2014, at the Samoset Resort in Rockport, ME. President David Polcari called the meeting to order at 11:07 a.m. Those present were: Craig Douglas, Jim DeCelles, David Kane, Sarah Pillsbury, David Harris, Louis Schoolcraft, Matt Pearson, Carol Harris, Phil Bilodeau, Gregory Leighton, Jeff Racicot, John Storer, and Ray Raposa (ex-officio and non-voting). AWWA President-elect Gene Koontz, NEWWA Deputy Executive Director Ted Kenney, NEWWA Director of Communications Kirsten King, and Randi McCuin, incoming Vermont State Director, were also in attendance.

Item #1 Minutes of Previous NEWWA Inc. Board Meeting – September 15, 2013.

Matt Pearson motioned and John Storer seconded to accept the minutes of September 15, 2013. The motion passed unanimously.

Item #2 Treasurer’s Report & Auditor’s Report – David Kane and Gregory Leighton.

The full annual audit and financial statement was distributed to the board.

The net income for the year is \$266,530, with an operating income of \$23,247 and investment-related income of \$243,283. Net income is the highest since 2010.

Significant operating result changes from last year include lower salaries due to changes in the SRF program and higher Water for People revenue.

Over the past 5 years, net income has been \$1,020,174.

Matt Pearson made a motion to approve the treasurer’s report. Louis Schoolcraft seconded. The motion passed unanimously.

Item #3 Executive Director and Staff’s Annual Reports – Ray Raposa, Ted Kenney, and Kirsten King.

Staff provided verbal summaries of the following report:

**New England Water Works Association
Annual Executive Director and Staff Report
Year Ending June 30, 2014**

Summary: The New England Water Works Association had a very successful year of providing services to the members and water works professionals in the region. Educational efforts delivered 246 programs to 4,690 individuals. At the 2014 Spring Joint Operations Conference & Exhibition we had a record breaking 2,829 registered attendees, continuing as the largest regional (exclusively) drinking water conference in the United States. Membership in FY2014 is currently at 2,839 and saw its sharpest increase in over 10 years. AWWA Annual Conference and Exhibition (ACE) was held in Boston with an attendance of over 12,100 and there were over 250 local volunteers who pulled off the coordination various activities. It was the highest revenue generating AWWA Annual Conference & Exhibition (ACE)’s in recent history. In addition, volunteers continued to coordinate activities of fifty plus committees that result in conferences, symposia, training courses and more delivering important public water information for the water profession.

The annual and spring conferences had a combined attendance of 3,152 individuals. The 2014 Spring Joint Conference & Exhibit sold a total of 233 booths with 173 registered exhibiting companies. We were able

to remove some seating in the exhibit hall to accommodate for 6 more booths than last year, a new record. The final attendance was 2,829, just 10 attendees less than our all-time record set the year before.

A new NEWWA web site was completed, which provides all with current information on activities and an on-line access to registration in the new association software. The web site received 95,546 hits in the past year. NEWWA remains strong on social networking sites, specifically Facebook and Twitter, which has helped broaden communication tools for the members. There are now 659 Facebook NEWWA fans and 458 Twitter followers. The participation both cases each grow by over 100 people.

As you review this report and the work produced by the many volunteers, staff, partners and faculty, you will see how well the association accomplished member activities and services in the 133rd year of service.

1. **Membership:** The association experienced an 8.8% rise in membership from FY2013 to the end of FY2014. Membership categories experiencing the largest percent change was seen in the student membership category (with a 75% increase over FY2013). This was due in large part to the infusion of student activities into existing events (UNH partnership at January meeting, etc.). The largest membership category count increase was seen in individual members (130 additional individual members in FY2014). The overall increase can be greatly contributed to the member value driven from ACE being hosted locally in Boston, Massachusetts. The membership committee and staff will be working hard to keep these new and existing members engaged throughout the year.

The membership breakdown by category follows:

MEMBERSHIP SUMMARY
June 30, 2014

	6/30/14	6/30/13
I. NEWWA, a section of AWWA		
A. Active	1092	995
Operations/Administrative	272	247
Retired	40	44
Life	73	77
Honorary	9	10
Student	<u>79</u>	<u>45</u>
Sub-Total (Ind. Members)	1,565	1,416
B. Utility	197	192
C. Service Providers	53	48
D. Named Representative	203	199
E. Multi-Section	<u>109</u>	<u>109</u>
Section Total	2,127	1,966
II. NEWWA, Inc.	6/30/14	6/30/13
Individual	336	303
Retired	21	17
Life	28	28
Honorary	5	5
Student	21	21
Utility	168	154
Utility Representative	100	77
Associate/Consultant	<u>33</u>	<u>39</u>
NEWWA Inc. Total	712	644
GRAND TOTAL	2,839	2,610

2. **Education and Training Report:**

Fiscal year 2014 saw the Association's Education and Training Program conduct a total of 246 sessions with a total attendance of 4,690 participants.

Training Partnerships:

State Revolving Loan Fund (SRF) and Operator Expense Reimbursement Grant (ERG) support of training initiatives continued across three states in FY'14. A range of coalition centered outreach efforts in New Hampshire, Maine, and Rhode Island carried forward from the previous fiscal year. Each represented continued commitment by State Drinking Water Programs in direct response to meeting identified operator training needs ranging from small through large systems.

Maine Water Utilities Association (MWUA) continued in the lead role in the sixteenth year of a collaborative training effort with NEWWA under the direction of the Maine Drinking Water Program.

Rhode Island Department of Health, Office of Drinking Water Quality continued to work with NEWWA on an ongoing series of small water system operator training sessions targeted both towards development of specific technical skill sets in small water system operations as well as certification examination preparation.

The New Hampshire Department of Environmental Services (NHDES) continued to direct a coalition of service providers to deliver a wide range of services to operators and water systems, incorporating NEWWA in an ongoing direct training role conducting an annual calendar of offerings at the Franklin Waste Water Training Center in Franklin, NH.

Green Mountain Water Environment Association (GMWEA) and NEWWA continued joint training efforts in fiscal year 2014 with the co-sponsored presentation of several operator training courses. The Drinking Water Center at Champlain Water District (CWD) in Burlington, VT continues to serve as a permanent satellite training facility. Various other temporary satellite locations are designated as warranted to optimize geographic outreach.

The collective FY'14 SRF/ERG training partnerships continued to yield significant, easily accessible training opportunities for water system operators throughout the New England states and underscored a continued outreach commitment to this important constituency of drinking water and public health.

Partnerships in training also remained an important component of the General Education Program. CT Section, AWWA and NEWWA continued to work closely in a collaborative relationship, which has spanned twenty five years. This unique joint effort, continued in FY'14 in response to operator re-certification requirements, has allowed the two AWWA sections to complement each other's training efforts and to increase training opportunities available to drinking water operators, other water utility staff, and the entire water supply community. A total of 20 course offerings were presented in FY'14 through this partnership.

Maine Water Utilities Association and NEWWA's long collaboration also continued with the co-sponsorship of programs presented at the Jeff P. Nixon Center at the Portland Water District, at other utilities, and at the Maine Water Utilities Conference and Exhibition. A total of 10 course offerings were presented in FY'14 through this partnership.

New Offerings:

A total of 17 new offerings were developed and presented across the General Education, Small Water Systems (SRF/ERG), and Security and Emergency Preparedness Training Programs during the fiscal year.

Through the dedicated efforts of four NEWWA committees, the Association saw the presentation of two symposia. The twelfth Water Resources Symposium (*Many Views-One Goal: Broadening Our Perspectives on Water Resource Sustainability*) was developed and presented (October 2013) through the joint efforts of the Water Resources, Groundwater, and Conservation Committees. Additionally, *Doing More with Less: A Comprehensive Water Treatment Technology, Optimization, and Energy Efficiency Update*, the sixteenth annual Water Quality Symposium, was developed and presented (May 2014) through the efforts of the Filtration Committee. 204 participants attended the two NEWWA symposia presented during FY'14. Each program was very well received, reflected in highly positive participant evaluations across all three sessions.

Other new courses launched in the General Education and Training Program in FY'14 and developed in response to identified training needs included: *Drinking Water Treatment Certificate Capstone Course*, *Understanding the Revised Total Coliform Rule*, *Risk Management*, *Emergency Preparedness and Business Continuity Planning*, *Hazard Communication Using OSHA Required GHS Safety Data Sheets and PPE*, *How to Destroy Your Centrifugal Pumps and Waste thousands of Dollars*, *Identifying and Correcting Resistance to Disinfection*, *Rehabilitating Your Aging Pumps: A Common Sense Approach*, *Its Not in My Job Description: Using Standards to Improve Drinking Water*, *Social Media 101: Back to Basics*, *Water 101: Understanding Very Small Public Water Systems*, *Preparing for the Inevitable: Sea Level Rise and Your Community*, *Sound Water Sampling Procedures and Responding to Customer Water Quality Complaints*, *Preparing Your Public Water System for Warm Weather and High Demand*, *Hoisting License Renewal Class (2A)*, and *Hoisting License Renewal Class (2B)*.

Contract Training:

During FY'14, the Association conducted on site, specialized training programs for the University of Pennsylvania, Princeton University, Indian Point Energy Center, New Jersey Irrigation Association, Springfield Water and Sewer Commission, R.H. White Construction, Boston Water and Sewer Commission, Pawtucket Water Supply Board, Town of Greenfield, MA, City of Newton, MA, U.S. Army, Portland Water District, and Massachusetts Interlocal Insurance Agency.

Cross Connection Control Training Program:

The Cross Connection Control Program remained active with 73 offerings of courses around New England and out of region in Pennsylvania, New York, and New Jersey.

Section Education Award:

NEWWA received its 24th Section Education Award for "*Backhoe Loader Hoisting License Preparatory Program Manual*." This original work was developed following a detailed "need to know analysis" which identified a gap in existing instructional materials and the need for new materials and media to be highly focused to achieve targeted learning outcomes and optimal key skill set development for new equipment operators. The new manual incorporates a user-friendly format, combining tailored written copy with instructional diagrams and pictographs. The AWWA Section Education Award program was instituted in 1989

Summary:

The Association remains committed to the goal of identifying and meeting the training and development needs of the membership in a timely fashion, fully recognizing that safe drinking water remains at the very core of public health. FY'14 continued to present new challenges in the face of rapid, broad-based change impacting the entire drinking water profession. The Association cannot pursue nor achieve its educational goals without the remarkable effort and sustained support provided by the many talented volunteers in water utilities, regulatory agencies, and organizations. The committed efforts of NEWWA Adjunct Faculty and Staff are interwoven with those of NEWWA volunteers in pursuit of this common goal. Future challenges will most certainly create dynamic, new educational opportunities. The human resources

of NEWWA---volunteers, faculty, and staff are energized by these challenges and the opportunity to meet them.

FY 2014 Training Report Summary

<u>Topic Area</u>	<u>Number of Courses</u>	<u>Attendance</u>
Operator Training	68	1,478
Safety	52	857
Management Development	10	206
Specialized Topics	10	396
SRF/ERG Related Courses	34	616
Cross Conn. & BF Courses	<u>72</u>	<u>1,137</u>
Total	246	4,690

3. **Conferences and Membership Meetings:** The 132nd Annual Conference took place in Manchester Village, Vermont at the Equinox Resort with a total of 323 attendees (a decrease of 71 from Brewster in 2012). It was a charming new location for the conference but the remoteness and perceived uneasy accessibility factors in to the lowered attendance number. It is also important to note that Vermont represents the lowest NEWWA member ratio in all of New England (100), including Connecticut.

While overall attendance numbers were down, technical sessions were well attended. Technical training contact hours were provided in a diverse area of water works topics, including groundwater, management, distribution, disinfection, water resources/sustainability and water quality. There were 20 exhibitors. The roundtable session had 10 scheduled topics. Our 7th Annual Aging Infrastructure Simulation contest was held with ten teams. It generated high energy and competition among many seasoned teams. Members and guests took advantage of the regional attractions including a tour of the local Hildene Estate.

The Membership Gala provided recognition for many members. J. Kevin Reilly, Microbiologist & Operations Specialist, received the George Warren Fuller Award. David Terry was presented with the 2nd Jerome Healey Award, to acknowledge his work enhancing the relationship between the regulated community with state and federal personnel to protect water supply and public health

The November monthly meeting was held in Swansea, Massachusetts at the Venus de Milo. There were 92 attendees (an increase of 20 attendees from 2012) and 6 exhibiting companies at this event. The event included an afternoon revisit to the Swansea Desalination Facility and the Taunton River Desalination Plant.

The December monthly meeting was held at Lantana in Randolph, Massachusetts. The holiday meeting had a strong attendance of 326, one less attendee from the previous year. The event recognized committee chairs for service and recognition for 25 years or more of continuous membership in the association. The Water For People raffle raised approximately \$2,500 for WFP projects. The David M. Erickson Groundwater Award was established in 2013 to recognize an

individual member of the NEWWA who has demonstrated excellence in the field of groundwater science as it relates to groundwater supply development, management and protection. The award was presented to Richard E. Johnson.

The January monthly meeting was held in Portsmouth, New Hampshire as a joint meeting with New Hampshire Water Works. The meeting was attended by 107 participants (an increase of 27 from 2013) and featured 14 exhibiting companies. A student rate was introduced at this meeting, which attracted 14 local UNH students. A speed networking activity was also introduced to stimulate discussion for all attendees.

The February meeting was held in Portland, Maine. It was held as part of the 88th Annual Meeting of the Maine Water Utilities Association. NEWWA organized and conducted five training sessions with 178 attendees (19 attendees less than in 2013).

The Spring Operations Conference and Exhibition was held at the DCU Center in Worcester, Massachusetts on April 2 - 3, our 16th year in Worcester. The conference registration remained steady with a total of 2,829 registered attendees. The exhibition featured 173 companies in 233 booths (a new booth record). The Program Committee organized up to six concurrent sessions at a time throughout Wednesday and Thursday for a total of twenty technical sessions. Training contact hours were available at all sessions and 1,027 individuals were awarded credits for their professional licenses, an increase of 85.

The **NEWWA Golf Classic** was held on May 12th again at Thorny Lea Golf Club in Brockton, Massachusetts. There were a total of 100 golfers who enjoyed a great day of golf and networking. The event rose over \$5,500 for various scholarships, funds for the two Natick DPW workers (tragically killed and wounded) as well as Water For People.

The **AWWA Conference** was held in Boston, Massachusetts and attracted 11,100 attendees (a 4.5% increase over last year). The New England and Connecticut Section held a **Joint Luncheon** for the 40th time at Legal Harborside in Boston. It was our largest luncheon on record, with 184 members registered.

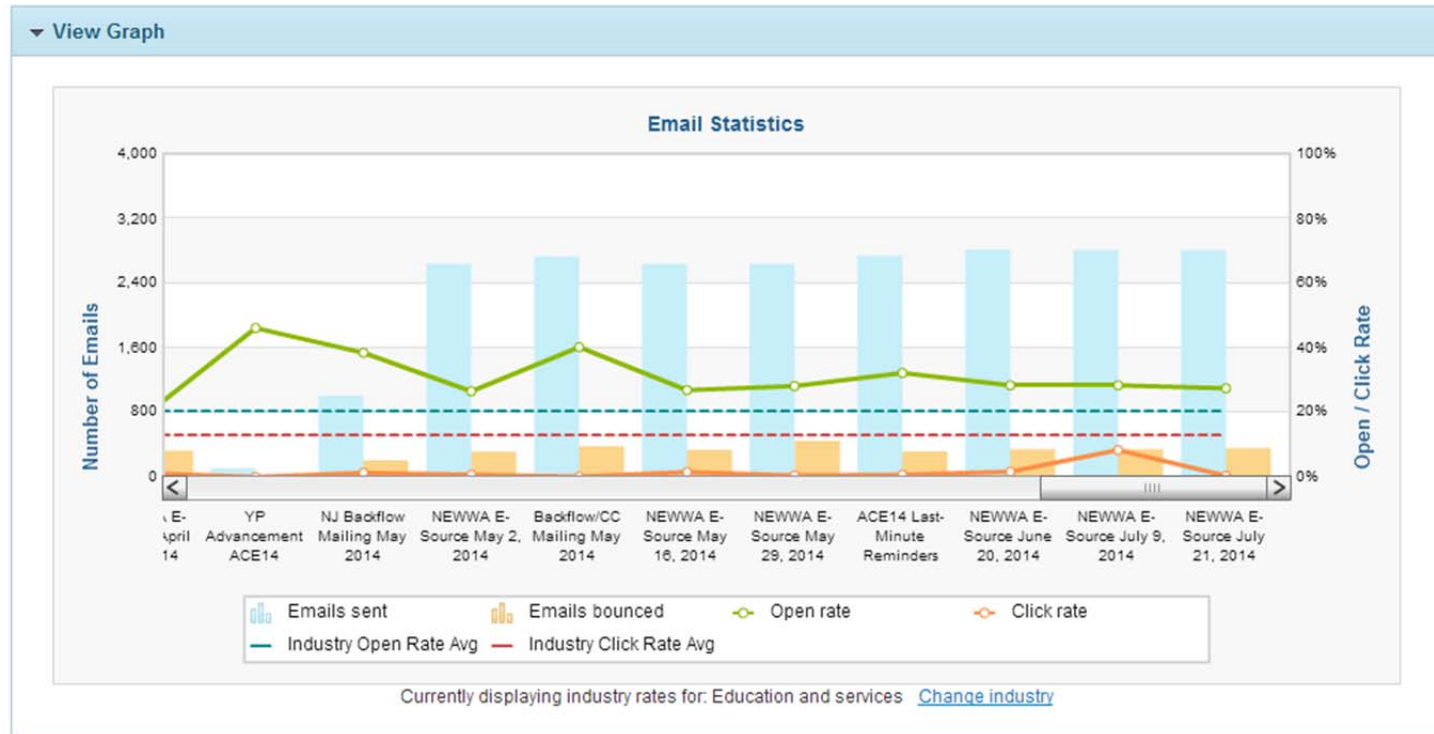
5. Membership Communications: During FY 2013/2014, NEWWA's Web site received 99,546 hits (15,551 more than the previous year), which averaged to 8,295 hits each month. From those hits, 358,246 page views then took place. Fifty nine percent of those were returning visitors and 41 percent new.

For age groups visiting our site: 27.50% were 18-24; 33.50% were 25-34; 15.50% were 35-44; 12.50% were 45-54; 5.50% were 55-64; and 5.50% were 65+. The most popular pages remain the career center and training calendar.

The E-Source newsletter continued to be sent to approximately 2,400 members and non-members on a biweekly basis. To date 605 persons have requested (unsolicited) to be added to the distribution list. The open rate remains at 30 percent, which is well above the non-profit average of just 20 percent (see chart on next page). This low-cost method of membership communications has proven to be highly successful. The E-Source software has also been used for special membership communications, specifically conference follow-up surveys, cross connection control and backflow prevention notifications, state-specific notifications, vendor communications, and to help market ACE14.

E-Source Stats Compared to Industry Average

Reports



NEWWA continued its work on Facebook and now has 659 fans, an increase of 102 over the previous year. The page continues to be successful and is updated once to twice each week. There is a link to the Facebook page on NEWWA’s home page of its Web site. The Web site also has a page dedicated to social media. The Facebook page is updated weekly with news articles, notes, and fun facts about the drinking water profession and NEWWA. The page is at: <http://www.facebook.com/newaterworks>.

NEWWA maintains a strong presence on Twitter, and currently has 458 followers (increase of 108 from last year). The Twitter page is linked to the Facebook page so that every time a status update is done via Facebook, it automatically updates Twitter. The page is at: <http://www.twitter.com/newaterworks>.

The traditional form of print communication continues to serve the members in the form of seven memberships and training mailings each year; four issues of the *Journal* and *The Source*; and seven issues of *Currents*.

The 2014/2015 Membership Roster was mailed to the members in August in time for the Annual Conference. Also, NEWWA is continuing its distribution and use of a digital version as well. In addition, we transitioned the sales and posting of all Web site ads to Naylor.

The advertising brochure was updated for all publications with zero cost increase for the fiscal year.

The sponsorship brochure was updated and helped to increase the revenue by soliciting more gold sponsors.

NEWWA was also integral in the planning of the Massachusetts Drinking Water Day awards program held this year at the Sharon Community Center in Sharon on May 6.

NEWWA remains heavily involved in the MA Water and Wastewater Agency Response Network (WARN) with staff acting as secretary and maintaining the MAWARN Web site. There are currently 75 utilities in Massachusetts signed on to the agreement (an increase of 4 from last year). In addition, NEWWA maintains the RIWARN Web site.

NEWWA partnered with MWWA again for the 9th year in a row to exhibit at the 2014 Mass Municipal Association conference in January. We also participated in the Rhode Island League of Cities and Towns conferences with the Rhode Island Water Works Association. Our continued presence at these events is helping with name recognition for the association and what the association and water works professionals do.

6. Public Outreach: The Public Relations Committee worked extremely hard this year on a public outreach campaign, embracing the new Value of Water Coalition messaging to broaden the message and potentially attract partnerships with wastewater associations and other sections/state water associations to help deliver one cohesive message across the entire water community. Specific initiatives this year included:

- Transit ads during May/June in Boston, Hartford, Rhode Island, Manchester, Portland, and Vermont. These were done in partnership with utilities and associations in all states.
- Radio PSAs in Vermont, Maine, and New Hampshire as well as Boston (Kiss 108).
- Advertising on an electronic billboard on Route 93 north of Boston for 6 weeks in May and June.
- Issuing news releases and letters to the editor during Drinking Water Week.
- Maintaining a presence on Facebook and Twitter, and remaining an administrator on the AWWA-managed “Only Tap Water Delivers” Facebook page. Also sending out daily tweets and Facebook messages highlighting the campaign during Drinking Water Week.
- Updating NEWWA’s Web site with Only Tap Water Delivers/Value of Water information.
- Assisting AWWA with promoting the campaign and ACE14.

The committee continues to plan activities for 2015, with feedback from the PR Committee, Council Meeting, and Planning Session all being taken into consideration. In addition, NEWWA is exploring

partnerships with NEWEA as well as other AWWA sections in the region to help expand this campaign across the Northeast during 2015.

In addition, several news releases and letters to the editor were sent to media outlets on water conservation topics, frozen pipes, and about members who were recognized for being elected to various positions or presented with an award.

NEWWA also assisted the Plymouth County and Barnstable County Water Works Associations with marketing the 2014 Southeastern Mass. Drinking Water Fair, which was held on June 26 at the Massachusetts Maritime Academy.

Staff took a lead role in the planning and volunteer organization for ACE14. The conference took place from June 8-12 in Boston and was a large success.

NEWWA has also been meeting regularly with NEWEA and New England APWA representatives to discuss collaboration and potential partnerships on future initiatives such as conferences, public outreach, and the Stormwater Collaborative. We plan to continue talks with these two organizations (and state associations) into the future.

7. Governmental Affairs: The governmental affair committees continued monitoring legislative and regulatory activities. A number of major issues have moved forward. The association did comments on the revised Total Coliform Rule which was finalized and a series of training programs were planned for the summer and fall of 2014. We participated and supported the Massachusetts Water Infrastructure Alliance which includes numerous utility and consulting members. The Engineering Center and Massachusetts water Works Association were in the lead. A bill was introduced and it was close to passed as the year close and did pass August 1st. Massachusetts Senator Eldridge and Rep. Dykema were instrumental in the bill's passage.

The association did coordinate six members to participate in the AWWA Fly-in to meet with congressional elected officials on April 1-2, 2014 in Washington, DC. Water Infrastructure Financing and Innovation Act (WITIA) proposed bill received comments as the future of financing future improvements is discussed. President Obama signed into law H.R. 3080, the Water Resources Reform and Development Act. It contains a passage creating the long-sought-after Water Infrastructure Finance and Innovation Act (WIFIA) in June 2014.

Other issues discussed by representatives to the Fly-in included Crucial Water Infrastructure financing tools, State Revolving Loan Fund Program, Tax-Exempt Municipal Bonds, and Private Activity Bonds; also members discussed when chemical spills threaten water supplies and Cybersecurity and water utilities.

The next date Fly-in is scheduled for April 14-15, 2015.

The Community Fire Safety Act, was another item for 2014, the bill will exempt fire hydrants from the Reduction of Lead in Drinking Water Act.

The Legislative/Regulatory Affairs Committee will continue recruiting new members for the coming year. Plans include additional cooperative projects with all New England state water associations.

8. Association Development: The Planning Committee chaired by Vice-president Craig Douglas coordinated and led our planning effort this year and further developed on the Long Range

Strategic Plan 2014 – 2019. The report being sent to the board of directors is Strategic Plan 2014 – 2019. The breakout groups are scheduled this summer to all work on the same goal of the long range strategic goals of the association. The *discussions are to build on the successful efforts of previous plans and confirm the direction of the Association for the next five to ten years. The long-term strategic look was chosen as the past few planning sessions have concentrated on implementation ideas and actions.*

Vice-president Craig Douglas continued the outreach effort begun in 2010 to better involve younger committee members in the planning process. It asked questions to provide direction as to where the association should go in the future. President Dave Polcari continued, in the current year, with a focus on implementation of the many ideas brought forward in recent years.

The association held one council meetings and a summer planning session bringing together, Board of Directors members, committee chair/representatives and staff to discuss future association plans. The time was utilized to share information and build the agenda of the summer planning session.

9. Special Projects and Grants:

MCSSA: The final contract for this grant was completed on June 30, 2014, with no extension or future funding available. The state had provided a limited extension for the finances though June 2014 to fund the four NEWWA personnel working at MADEP and for projects for NEASDWA. The control and management of this staff was transferred to NEIWPC in June of 2014.

Kirsten coordinated the work for NEASDWA that was funded under the MCSSA contract (\$63,843 from contract start). As part of the NEASDWA in FY '13, a sanitary survey roundtable for the primacy agency staff was held in March 2014, RTCR curriculum developed, and work completed on a Web-based training targeting drinking water commissioners. The Web-based training will be available on the NEWWA and EPA's Web sites.

Also under the MCSSA grant was funding for emergency response training in Massachusetts. To fulfill this requirement, NEWWA developed and executed a training program on Sea Level Rise that took place in May 2014 in Plymouth, MA. Funds for this portion of the grant also expired on June 30, 2014.

New England Water Foundation idea was placed on hold and efforts have not produced a volunteer leader. Volunteer and staff changing priorities delayed any substantial effort in implementation. The idea still has future potential, but no progress will be expended until active leadership is recruited. NEWWA feels finding a way to expand support to provide public outreach and education that will enhance understanding and support for water sector initiatives in New England has potential.

10. Administrative/Facilities: The Facilities committee continued implementation of the capital plan and preventive maintenance plan now that has culminated in the 2010 – 2015 capital plan budget. The work completed in FY14 renovated of the first floor plan. The Library was expanded, all carpeting was replaced, all wall painted, and the kitchen was moved. All administrative staff received new office furniture and was relocated closer to the windows creating a significant common work space.

A new contributor area was completed in the main foyer that recognizes those that supported the original fund raising effort for a home in 1986 and those that contributed to the 2000 effort to purchase the present NEWWA Holliston home and partially finance these changes.

Association began renovations of the on the second floor service area as the fiscal year 2014 concluded. The Kleinfelder board Room is being renovated to be a multi-purpose room to provide better food service area to support all activities. The room will be used for Board and committee meetings when not being used to support training events. The previous food service area is being renovated to provide an area for lite food service for smaller events and staff on the second floor.

New classroom furniture will be ordered and installed in three of the larger second floor classroom during the summer of 2014.

- 10a. Computer/Software:** The association approved the funds to purchase and implement new version of the Association Management System (AMS) to a new version that manages all member records. Two main objectives in addition to a better user interface are to improve e-commerce, in support of web registrations, and record keeping of attendance and participant certifications earned. The software has improved the delivery of training programs and meeting opportunities for members. The association management system software upgrade allows for additional electronic data support for members and participation in activities.

AWWA implementation of a new Learning Management system still has delayed for sections to utilize. There is a new effort to form partnerships with sections on a variety of offering. The Annual Conference and Exhibit was held in Boston and was a huge success. Approximately two hundred and fifty section volunteers volunteered. A local host committee had met for two years to coordinate a wide list of support activities that the volunteers delivered.

We are exploring options for our own web based learning as other software is implemented in the coming year. A non-credit water commissioner's course done with EPA has been revised and a new sub-contractor is nearing completion on the project.

- 10b. Staff:** The staff was mainly stable over the past year with one change in the association staff that provides direct services. The staff members for association work are: Ray Raposa, Executive Director; Ted Kenney, Deputy Executive Director/Education Manager; Pam Amalfi, Accounting Manager; Linda Smith, Office Manager; Kirsten King, Director of Communications; Paul Riendeau, Instructor/Coordinator; Nelson Cabral, Cross Connections Coordinator/Instructor; Jeanne Gilpin, Registrar; Iseult Morgan, Marketing and Membership Manager; Jacqui Campana, Executive Secretary; Melissa Boyd, Material Preparation, and Claire O'Dell, Accounting Clerk. A new staff person, Katelyn Cahalane, was added as we started the year in July 2014 as a Volunteer & Events Coordinator. The three staff supporting administrative functions in the Massachusetts Department of Environmental Protection, as part of the MCSSA agreement was transferred to a new organization at the end of the grant year.

Respectfully submitted,
Raymond J. Raposa, CAE, Executive Director

With support from:
Francis Kenney, Education Manager
Pam Amalfi, Accounting Manager
Kirsten King, Director of Communications
Iseult Morgan, Member and Meetings Manager

Matt Pearson made a motion to accept the Executive Director and Staff annual reports. David Harris seconded. The motion was passed unanimously.

Item #4 Editor's Reports – Peter Karalekas & George Allan.

Matt Pearson reported that *Currents* is on time and on schedule for the year. Also, there is difficulty in obtaining *Journal* articles, which the ad-hoc Publications Revitalization Committee is addressing. George and Peter were not in attendance.

Craig requested that if the board members have any input on the *Journal* to let him know.

David Harris made a motion to accept the editor's report. Sarah Pillsbury seconded the motion. The motion was passed unanimously.

Item #5 Council Director's Reports – Directors Annual Council Report Confirm Reports Presented in Board Meeting.

Louis stated that all his committee reports are in to Jacqui.

Sarah also updated that all her reports are in and that the highlight is the upcoming Water Resources Symposium.

Phil stated that Katelyn has been helpful with coordinating with committees on his council.

Greg Leighton made a motion to accept the council director's reports. Matt Pearson seconded. The motion was passed unanimously.

Item #6 - Old Business.

None.

Item #7 – New Business.

Item #7A – Publication Awards: The committee recommends for the Dexter Brackett Award to be presented to John McNabb for the paper: "Securing Public Drinking Water Utilities" and the Past President's Award be presented to Douglas Borgatti, Mark Maynard, and Alex Roseweir for their paper: "A Less Aggressive Method for Partial Cleaning of Tuberculated Water Mains to Improve Fire Flows in Springfield, MA," this year.

Matt Pearson made a motion that the Dexter Brackett Award be presented to John McNabb for the paper: "Securing Public Drinking Water Utilities" and the Past President's Award be presented to Douglas Borgatti, Mark Maynard, and Alex Roseweir for their paper: "A Less Aggressive Method for Partial Cleaning of Tuberculated Water Mains to Improve Fire Flows in Springfield, MA," this year. Phil Bilodeau seconded. The motion was passed unanimously.

Item #7B – Appointment of Journal Editor Peter Karalekas and Corporate Clerk Raymond J. Raposa.

John Storer made a motion to approve the appointment of Journal Editor Peter Karalekas and Corporate Clerk Raymond J. Raposa. David Harris seconded. The motion was passed unanimously.

Item #7C – Other By Members.

President David Polcari thanked David Harris and Louis Schoolcraft for their time on the board of directors.

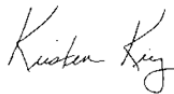
Item #8 – Adjourn.

David Harris motioned and Louis Schoolcraft seconded to adjourn the meeting at 11:23a.m. The motion passed with two abstentions - David Harris and Louis Schoolcraft.

Respectfully submitted,



Raymond J. Raposa
Executive Director



Kirsten King
Director of Communications