

**TEXAS CHAPTER APWA
Board Meeting
June 15, 2011
City of McAllen Convention Center**

Item 1 – Call to Order

President Ronnie Bates called the meeting to order at 2:00 p.m. Secretary Sharon Valiante called the roll.

Board Members Present

Trent Epperson	Marsha Reed
Jason Watts	Tim Tumulty
Bobby Balli	Ronnie Bates
Nancy Beward	Larry Peirce
Eric Hemphill	John Nowak
Kristina Ramirez	Carlos Sanchez
Sharon Valiante	Eric Hemphill
Ex Officio	Susan Causey

Item 2 – Introduction of Guests

Robert Scolari	Jim Foster
Andy Phillips	Dorothy Bergesen
Katherine Mears	Paul Causey
Robert Canterbury	Mark Pavageaux
Mike Keenum	John Espinoza
Jerry Ortega	Manuel Alonzo
Dixie Cawthorne	

Item 3 – Approval of Minutes

President Bates called the Board's attention to the minutes from the February 7th meeting. **Motion was made and approved unanimously to accept minutes.**

Item 4 – Old Business

A. TPWA One-day Training

President Bates stated there is no report at this time.

B. Public Works Institute

In response to Board request, Nancy Beward expanded her research exploring the establishment of a Texas Chapter Public Works Institute. Ms. Beward listed the benefits of the Institute as 1) Training a new generation of management 2) Increased visibility of our association. Ms. Beward stated the organizational target of the Institute would be supervisory level and above. She reported that the Institute would require a large commitment and she has found a large interest level expressed by numerous past presidents. The Institute will require a minimum of ten courses. Ms. Beward asked for an indication from the Board if there enough support to continue researching a Texas Chapter Public Works Institute. Bobby Balli asked who would oversee this initiative. Ms. Beward recommended that a separate committee be established to run the Institute — possibly building the committee around past presidents who have shown interest. Kristina Ramirez suggested that oversight of the Institute could be assigned to a proposed new TPWA Board Director. Trent Epperson asked if this training is offered by TEEEX and Sharon Valiante offered that there currently are many low cost training programs available. President Bates asked Nancy Beward to go forward with her research.

C. Technology Committee

President Bates is seeking a chair for the TPWA Technology Committee.

D. Branch President Reporting Structure

President Bates stated that the Branch Presidents will continue to report to the Vice President.

Item 5 –TML –Marsha Reed

Marsha Reed met with TML to discuss questions the TPWA Board has had regarding TML affiliation. Ms. Reed recommended TPWA remain an affiliate of TML based on two items 1) the ability of TPWA to provide and represent the voice of public works to the TML Board of Directors 2) TPWA has a booth promoting TPWA membership during the Annual Conference and being a TML affiliate adds credibility to the TPWA presentation to elected officials who attend TML. TML has asked TPWA to provide an educational session for the 2011 Annual Conference. Ms. Reed has recommended Jim Conkwright who will present a program on Groundwater in Texas. Ms. Reed indicated that TML will provide space for a TPWA Board meeting during the conference.

The matter of the cost of the TPWA booth was discussed with TML leadership. TML will research the matter and Ms. Reed wants to hear from TPWA if concerns are not resolved so she can discuss further with TML.

Item 6 –2011 Annual Conference—Robert Canterbury

Annual Conference Chair Robert Canterbury announced there are 272 registrants and 60 booths scheduled for the 2011 Conference. The total registration count is 424. Though the numbers are lower than originally anticipated, the program has not been limited and the group is going full steam to present an outstanding event. Harley tickets will be sold throughout the Conference. Multiple Board members expressed appreciation for the efforts of the Annual Conference Planning Committee.

Item 7 –President Elect – Bobby Balli

A. Scholarship

Scholarship Chair Jeff Ground emailed the Scholarship written report (attached) to Board members. Freese and Nichols presented TPWA with a check for \$2500. to be used for scholarships. On behalf of the Committee, Chair Ground recommended the following for scholarships: Christina Hickey, Bob Watson, Rigoberto Calzoncin, Stephen Wendorf, Amanda Ferguson, and Kelsi Litman. Bobby Balli recommends that Kelsi Litman be invited to the South Central Branch to share the benefits of receiving TPWA scholarships. **Bobby Balli motioned and Trent Epperson seconded payment of all recommended scholarships. The motion passed.**

B. History Committee

Written report submitted. 900 photographs have been digitized and past presidents Richard Ridings, Bill Verkest and John Roark have been interviewed. Tim Tumulty asked if there was a signed a contract. Nancy Beward stated there is a TPWA Board approved work plan. Bobby Balli will ask the contracted team to hold off on future work until a more detailed work plan is submitted. Kristina Ramirez stated that a contract for work is needed. Nancy Beward recommends that Richard Ridings go back to the team and develop a more detailed work plan. Bobby Balli will visit with Richard Ridings and report back to the Board.

C. Chapter Dinner

Bobby Balli stated that plans are underway for the 2011 Chapter dinner which will be held in conjunction with the APWA National Congress. The dinner will be Tuesday, September 20 in Denver. Tim Tumulty is working with Bobby Balli on the dinner. Mr. Balli stated that the dinner will be held at The Wynkoop Brewery and reservations will be taken prior to the event. The cost of the event is \$65. and a Colorado Buffet will be served. Nancy Beward asked Jason Watts and the Social Media Committee to broadcast announcement of the Chapter dinner. Sharon Valiante asked for transportation to the event. Bobby Balli will get with Jason

Watts to send out notice of the dinner. Mr. Balli asked that Headquarters prepare a \$750 deposit check to be mailed to Wynkoop.

Item 8 – Vice President – Tim Tumulty

A. Education Committee

Education Chair Mark Pavageaux reported that all is great! Mr. Pavageaux commended the work of co-chair Linda Huff.

B. Technical Committee Reports

No written reports submitted.

C. Branch Reports

Tim Tumulty reported that the North Central Branch held a successful educational event. NC Branch President Eric Hemphill added that 85 people attended the one-day training (three tracks) held in the City of Richardson. Mr. Hemphill thanked Mr. Jerry Ortega for his support of the event. He also announced that the Branch will host another educational program in September.

John Nowak called the Board's attention to the proposed South Central Branch by-law revision included in the packet. John Espinoza spearheaded the significant efforts to update the by-laws. Carlos Sanchez stated that the Texas Chapter by-laws are being reviewed and asked that a review of the South Central by-laws be deferred until the Chapter by-laws are complete. Carlos Sanchez offered that the Chapter's By-law Revision Committee will review the South Central by-law changes and make comments and recommendations to the Branch.

D. Short Course SOP Revision

Tim Tumulty included proposed revisions to the Short Course revision in the Board packet and Board members are asked to review and comment. A vote regarding the revisions to the document will be held at the October Board meeting in Houston.

Item 9 – Secretary – Sharon Valiante

A. 2012 Short Course

Mike Keenum reported that the Lubbock group is working on the Short Course to be held in Lubbock February 12-14. Mr. Keenum asked the Board to support the return of an Equipment Demo and Dinner to be held during the Short Course. This event will take the place of the Scholarship event. **Marsha Reed**

motioned and Kristina Ramirez seconded the approval of an Equipment Demo and dinner to be held in conjunction with the Short Course. The motion passed.

B. 2012 Annual Conference

Tim Tumulty said that plans are underway for the Mesquite Conference and he asked for approval of payment the \$5000. Annual Conference seed money. **Jason Watts made a motion to approve the expenditure of funds for the 2012 Conference. Sharon Valiante seconded the motion and the motion passed.**

C. Membership Committee

A written report was submitted.

D. Public Relations Committee

Dixie Cawthorne distributed the written public relations report and discussed the five goals of the public relations committee. To reach the goals, Ms. Cawthorne is establishing a public relations committee. President Bates asked the Branch Presidents to go back and ask for an active volunteer for this committee.

E. Site Selection Committee

Ms. Valiante announced the recommendations of the Site Selection Committee for the 2014 and 2015 Annual Conferences. The locations are: 2014 Galveston and 2015 San Antonio. **Tim Tumulty made a motion to approve the locations recommended by the committee. Bobby Balli seconded the motion and the motion passed.**

F. Social Media Committee

Jason Watts passed out the written report for the Social Media Committee. Mr. Watts is seeking members for the committee. A group has been established for the Chapter and each branch on Linked In. Each Branch will need a Facebook page. A Twitter account has been established for the Chapter.

G. Headquarters Report

Written report submitted

Item 10 – Treasurer – Kristina Ramirez

A. Financial Report

Treasurer Kristina Ramirez submitted the 5/30/11 financial report reflecting \$166,937.65 in cash assets.

B. Submission of mid-year financial reports

Kristina Ramirez reminded all that mid-year financial reports are due at Headquarters by 6/15/11 to meet the APWA 6/30/11 deadline

C. Branch Treasurer Training

Kristina Ramirez reminded Branch treasurers that APWA Treasurer training is available on line. She reminded Treasurers that a 990 form is not a golf registration list and APWA has specific criteria what is to be listed on the 990. She reminded Branches that APWA forms are required for all financial reports.

D. Investment of Chapter funds

Based on financial discussions, discussion of long term investment of Chapter funds is tabled.

Item 11 – Trustee – Carlos Sanchez

A. By-law review

Carlos Sanchez provided a copy of current by-laws with recommended changes which reflect APWA model by-laws. Mr. Sanchez called the Board's attention to three items in proposed revisions 1) addition of Director's positions 2) change in election process for President-elect and 3) ability to hold electronic Board meetings and votes. A conference call meeting will be held to finalize the revisions.

B. TML Booth

As Trustee, Carlos Sanchez will facilitate the TPWA booth at the TML Conference. The new TPWA banners have be made and delivered to Mr. Sanchez for use at the TPWA Annual Conference and the TML booth.

Item 12 - Past President – Nancy Beward

A. Chapter Leadership Application review

Based on discussion held at the February Board meeting, Nancy Beward reviewed the Chapter Leadership application. Ms. Beward explained that the

application process is an attempt to expand the pool of leader candidates. An updated leadership application has been placed on the website.

B. Nominating Committee Report

Nancy Beward presented the 2012 Board recommendations of the Nominating Committee:

President	Lamberto Balli
President-elect	Tim Tumulty
Vice President	Sharon Valiante
Secretary	Kristina Ramirez
Treasurer	Carlos Sanchez
Past President	Ronnie Bates
Trustee	Wade Benton
TML Rep	Eric Dargan

John Nowak made a motion to approve and support the proposed slate of officers. Jason Watts seconded the motion. The motion passed. Nancy Beward will present the slate of officers at the Annual meeting. Nominations will be accepted from the floor.

C. Awards

Katherine Mears reported on behalf of Awards Chair Joe du Menil. The Awards Committee asks the Board to approve a change the dollar amount in award categories. **Bobby Balli made a motion that Texas Chapter awards are to mirror APWA amounts. John Nowak seconded the motion and the motion passed.**

Ronnie Bates will mention the APWA certified individuals, Top Ten recipient Julia Hunt, and NTTA during the Award reception and banquet.

Item 13 – APWA HOD Delegate – Larry Peirce

A Region 7 meeting was held and Mr. Pierce called the Boards attention to the recap included in packet. APWA HOD Delegates will review and participate in the APWA Professional Development Credentialing process. Mr. Peirce also stated APWA is a founding member of the Center for Sustainability and the involvement of APWA will be a discussion item at the HOD meeting in Denver. The HOD will discuss the future of “virtual” Chapters.

Based on Jim Foster’s concern with the large number of delinquent members and upcoming renewal of “first-time” members, Nancy Beward asked that the individuals on the list be personally contacted.

Item 14 – New Business

A. Annual Meeting Agenda

The Board established the agenda for the Annual meeting to be held Friday at lunch, during the Annual Conference.

B. On-line registration software

Trent Epperson presented a handout with information for on-line registration. Southeast Branch Secretary Dorothy Bergesen stated that she had requested a proposal of service from Cvent included in the handout found in the Board packet. Bobby Balli stated that he has been involved in the investigation of use of on-line registration service to assist with Chapter records. Mr. Balli asked that a Committee be established that will come to the Board at the TML meeting with a recommendation regarding the use of Cvent for Chapter and Branch events. Bobby Balli will coordinate this effort. Dorothy Bergesen and Jason Watts will work with Mr. Balli on this Committee.

Ronnie Bates concluded the meeting by acknowledging Board appreciation for the efforts of Linda Huff.

Item 15--Adjourn