

Meeting Minutes
EXECUTIVE COMMITTEE MEETING

AMERICAN PUBLIC WORKS ASSOCIATION
ARIZONA CHAPTER

April 18, 2012
Phoenix Country Club, 10:30 a.m.

- I. CALL TO ORDER 10:37 am
- II. Roll Call: Determination of Quorum
Present:
- | | | |
|----------------|----------------|----------------|
| Patrice Miller | Jennifer Adams | Bill Mattingly |
| John Hauskins | Jeremy Dye | John Trujillo |
| Sue Mc Dermott | Melissa Serven | Shane Silsby |
| Rebecca Timmer | Maher Hazine | Rod Ramos |
| Al Field | David Fabiano | Loretta Flick |
- III. Review and adopt meeting minutes from prior meeting – Secretary
Move to Approve: Jennifer Adams, Second: John Hauskins, Approved: All
- IV. Chapter Financial Report – Treasurer
A. Report was presented by John Hauskins
B.
- V. Current Business Items:
- A. Annual Chapter Audit Report – Past President
1. Audit Report was presented by John Trujillo
 - a) Committee met with auditors for four hours
 - b) Verified compliance with State and National requirements
 - c) There was a recommendation to create audit committees for Southern and Northern Arizona Branches
 - (1) Move to Approve: Bill Mattingly, Second: Jennifer Adams, Approved: All
 - (2) Rod Ramos will provide a checklist for the Branch Liaisons
- B. 2015 Congress Update – Fabiano, Ramos
1. Rod Ramos and David Fabiano met with National RE: the development of an MOU.
 2. The MOU will indicate the funding required from the Arizona Chapter. It should also indicate when the funds will be needed.
 3. The draft MOU will be sent out to the Board in advance for discussion.
 4. A multi-year cash flow projection will be prepared after review of the MOU.
 5. Funding will be set aside as needed per the MOU.
 6. There was a discussion of a Chapter operating reserve which would be needed in the absence of a State Conference in 2015. The annual State Conference is the major revenue generator for the Chapter.
 7. There was a discussion about the potential impact on local sponsors in 2015.
 8. National is anticipating that Arizona will need to support the cost for marquee speakers.
 9. Rebecca Timmer recommended that 2015 Congress Updates be an on-going agenda item.

- C. National Public Works Week (*May 20-26th, 2012*) – *Proclamations, Networking Event*
 - 1. Pat will have more information on this event.
- D. Chapter Dinner and Carpooling to Congress (*August 26-29th, 2012*)
 - 1. Pat is working on a dinner location and potential carpooling.
- E. May 4th Golf Tournament for Scholarships, Educational Outreach
 - 1. More participants are needed (included in lunch announcements).
- F. Jim Nichols Nomination
- G. A letter has been prepared in support of Jim Nichols as National Engineering and Technical Director.
- H. Diane Linderman sent a Thank-you card, APWA patch and note.
- I. Public Works Project of the Year
 - 1. The Cave Creek Water Reclamation Facility has been identified as the Public Works Project of the Year.
- J. Delegate Report
 - 1. Maher Hazine provided a brief report regarding the joint delegate meeting.
 - 2. The Public Works Institute had 11 participants.
- VI. Committee/Branch Reports
 - A. NAB Update
 - 1. Rebecca Timmer provided an update and a reminder of the Public Works Panel Local Capital Improvement Programs
 - B. SAB Update
 - 1. Sue Mc Dermott provided an update
- VII. Next Membership Meeting – May 16, 2012 10:30 am: Tour at Scottsdale Water Campus Hassayampa Conference Room 8787 East Hualapai Drive Scottsdale, Az. 85255
- VIII. Next Board Meeting – June 20, 2012 10:30 am: Phoenix Country Club
- IX. ADJOURNMENT 11:30 am