

## **Minutes of the IAFSM Board of Directors Meeting May 13, 2009**

The May 2009 meeting of the Board of Directors for the Illinois Association for Floodplain and Stormwater Managers was held in Morris, Illinois at the Grundy County Government Center on May 13, 2009. Those attending the meeting included:

Mark Hoskins  
Kerry Behr  
Jennifer Maercklein  
Mary Lou Kalsted

Mike Cothard  
Matt Wahl  
Stu Richter  
Lillian Prince

Loren Wobig  
Sarah Harbaugh  
Jeff Wickenkamp  
Bob Murdock

### **1.0 CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Jeff Wickenkamp. As this was the first meeting of the new Board, the meeting attendees introduced themselves around the table.

### **1.1 CORRESPONDENCE**

Recent correspondence included:

1. Letters sent on April 18, 2009 to Senators Durbin and Burris supporting confirmation of William Fugate as Administrator of FEMA;
2. AFSPM CEC policy for online courses from the Certification Board of Regents March 2009 meeting (attached);
3. ASFPM invitation to June 8 Certification Board of Regents Meeting (Paul Osman will be attending).

### **2.0 APPROVAL OF PREVIOUS MEETING MINUTES**

Stu Richter moved to approve the minutes of the March 12, 2009 meeting. Jennifer Maercklein seconded the motion and the motion passed.

### **3.0 OFFICER REPORTS**

#### **3.1 TREASURER'S REPORT – Loren Wobig**

Treasurer Loren Wobig has spent time since the March election taking the reigns of his new position. He has transferred his name onto the accounts and generated a report through May 11, 2009, and will be transferring some money from checking into savings. Loren reported that IAFSM filed the 2008 AG990-IL Illinois Charitable Organization Annual Report (including 2008 990EZ tax forms) with the Office of the Attorney General as required by law (with Chair and Treasurer's signatures) and paid our annual fee of \$15 to the Illinois Charity Bureau Fund. Loren also mentioned that once we, as a non-for-profit (NFP), break \$150,000 (gross receipts, not profit), we will jump into a new NFP classification, which is subject to audits.

Loren reported that IAFSM's accountant, Alan Kolosh, inquired into whether or not Sarah Harbaugh was truly an independent contractor (i.e., had other clients besides IAFSM) and not an IAFSM employee paid as an independent contractor. Apparently, the IRS looks at this closely. Sarah Harbaugh is truly an independent

contractor with other clients, but offered to become an employee of IAFSM if ever necessary.

### **3.2 OTHER OFFICERS**

Jeff Wickenkamp had a couple of updates as new Board Chair. He initiated discussion about meeting times. Future agendas will include the planning meeting time. I.e., instead of "10am", it will be "10am-12pm" or "9:30am-12:30pm", etc. Also, regarding planned absences from Board Meetings, Jeff prefers an email to the Board from the Board Member or Committee Chair that will be unable to attend the meeting. In the future, phone-in absences are not favored.

## **4.0 COMMITTEE REPORTS**

### **4.1 CRS COMMITTEE – Mary Lou Kalsted, Chair**

The CRS Committee held a meeting at the Conference in March and developed some directives for the Committee for the year. These directives include: support existing CRS communities, create a CRS users group, get FEMA to do the CAVs so the process can go through for the CRS, and put together a brochure to encourage communities in Illinois to join the CRS.

There was discussion by the Board about what makes communities not join CRS. Matt Wahl mentioned that one of the most cost-prohibitive issues to becoming a CRS community is infrastructure maintenance, because sewer separation is very expensive. Mary Lou will go back to the Committee to further discuss such roadblocks to becoming a CRS community and define the issues.

### **4.2 CERTIFICATION COMMITTEE – Matt Wahl, Chair**

Matt Wahl reported that ASFPM is currently reviewing the CFM exam and recommending that local chapters follow suit. Board needs to decide whether or not Illinois test will convert over to the new national exam. Liability for not converting would be an issue, and reliability and validity testing are expensive and ongoing. The major difference between the Illinois test and the National test is that the National test has coastal questions. Everyone in Illinois who is currently a CFM would be grandfathered in and would not have to retake the exam. Matt moved that the conversion to the National exam take place effective January 2010. Stu Richter seconded the motion and the motion passed. As a result, nothing needs to be changed in the Charter. Notification needs to go out about the exam conversion, and Jennifer Maercklein will include this notification in the next newsletter. Also, now that we will be on the National certification scheme, the Certification Committee Chair's responsibilities will be revised in 2010.

### **4.3 LEGISLATION COMMITTEE – Kay Whitlock, Chair**

No Report.

### **4.4 NEWSLETTER – Jennifer Maercklein, Chair**

Jennifer Maercklein reported that there was a response from the membership to the survey about the newsletter. In brief, people seem to be reading the

newsletters but are skipping the Map Mod updates. There were also requests for more information on upcoming training sessions. Also, "IAFSM Current" was the winning name for future newsletters. Jennifer requests that everyone let her know about training sessions that will offer CECs. Next newsletter is in July, so Jennifer needs all information to her by June 21, and there is no Board meeting scheduled before then. Jennifer mentioned that she is always accepting feature stories. Jeff Wickenkamp stated that he will do the "From the Chair" article and give updates from the National Conference, which is in early June.

**4.5 EDUCATION OUTREACH COMMITTEE – Amanda Flegel, Chair**

Amanda Flegel was unable to make it to the meeting, but had emailed in her report. Amanda and the Committee are planning two Floodplain 101 sessions. Tentatively, each session would take place approximately 2 weeks before the September and December CFM exams. The first session would be in the St. Louis area and the second in Chicagoland.

Amanda has been in contact with David Williams about potentially teaching a session, perhaps on HEC-RAS. In conjunction with the responses to the newsletter survey, requesting more training sessions, the Board discussed that it would be nice to offer up more classes, since other associations' courses can be pricey. A streambank stabilization course was discussed for starters, and Bob Murdock will discuss this further with Tom Kehoe, Amanda, and Erik Gil.

**4.6 FLOOD MANAGEMENT COMMITTEE – Erik Gil, Chair**

Mike Cothard gave Erik's report. Erik would like to assemble a training seminar with MWRDGC on the new ordinance coming out. Erik is in contact with MWRDGC about this seminar. MWRDGC would like a letter of support from IAFSM. Jeff Wickenkamp to discuss the contents of this letter with Erik.

**4.7 STORMWATER MANAGEMENT COMMITTEE – Bob Murdock, Chair**

Bob Murdock and committee are planning a 1-day workshop in September on the design and use of BMPs. Workshop to entail LIDs and how to incorporate and model BMPs. These will be detail-oriented sessions on post-construction BMP operations and maintenance for infiltrative devices. Bob will write a blurb for the upcoming newsletter, per Jennifer Maercklein's request. Bob is also going to give a write-up to Jennifer on the changes to ILR-40. The committee is also discussing having meetings with IEPA to discuss Phase II NPDES implementation and find out about plans for year 2013. In addition, the committee is looking to do a seminar on streambank protection.

**4.8 MITIGATION COMMITTEE – Terry Reuss Fell, Chair**

No Report.

**4.9 WETLANDS COMMITTEE – Tom Kehoe, Chair**

No Report.

**4.10 NOMINATIONS AND ELECTIONS COMMITTEE – Paul Osman, Chair**

No report from Paul Osman. Jeff Wickenkamp mentioned that we have had 4 communities take us up on reimbursement for attending the National Conference. Up to 10 communities had been approved.

**4.11 AWARDS COMMITTEE – Paul Osman, Chair**

No Report.

**4.12 INTER-ORGANIZATIONAL COMMITTEE– Rebecca Bicksler, Chair**

Becca Bicksler has resigned, and nominations are open for this position. Becca was not in attendance at this meeting but had emailed in her report. She held an IAFSM booth at the ILGISA conference in Champaign in April and said it went well. The poster and display board is now at the Water Survey, and there are plenty of handouts to go with the display for next time. For future updates to the display, Becca has included the PowerPoint file on the CD of all of her Inter-Organizational Committee's documents. In addition, she mentioned that there are still 2 unused CM credits that we can use up until September.

**4.13 YOUTH OUTREACH COMMITTEE – Mark Hoskins, Chair**

Mark Hoskins has been in contact with 3 colleges (IIT, University of Illinois, and Northwestern University). The colleges wish to do projects for IAFSM to fund student research and give presentations on their findings at the next IAFSM conference. The projects have to do with stormwater-related topics and would start immediately. There was general agreement from the Board that this is a good concept, but there are some questions outstanding on the logistics. Bob Murdock asked about how to monitor how well the money was being spent. Loren Wobig suggested a quarterly reporting, and that this should be outlined in the contract. Jeff Wickenkamp stated that a list of deliverables with a schedule is to be requested from each college. Loren said that in addition, the contracts should have an indemnification/hold harmless clause. Stu Richter pointed out that these grants need to get into the budget. The grants are \$5,000/college.

Mark is also interested in holding another RainDay at the Illinois State Fair, but will need volunteers to man the tent. Mark to send an email to Sarah Harbaugh to distribute to the IAFSM membership. Decision by Board to fund RainDay 2009 has been tabled until it is sure that RainDay 2009 (or whatever the name will be this year) is definitely going to happen.

**4.14 ANNUAL CONFERENCE COMMITTEE – Mike Cothard, Chair**

Approximately 460 people attended the 2009 Annual Conference in Champaign in March. Mike Cothard passed around a reaction summary from the conference feedback survey. In general, the conference was well-liked, and we received some constructive feedback. In the future, some of the presentations may be pre-moderated. Some deliberation will take place on this effort in order to make next year's event even better.

Mike is getting quotes for hotels for next year's conference. Mary Lou Kalsted offered to help contact hotels in Lisle. Mike mentioned that capacity and

overnight stay guarantees are the key issues. Mike to present quotes at the next meeting.

## **5.0 OLD BUSINESS**

### **5.1 Desk Reference Updates**

Stu Richter stated that since our chapter is now changing to the National exam in January 2010, the validity of the Desk Reference comes into question. At the March meeting, the Board decided to get an agreement, and Heather Lis had been asked to provide a proposal (\$1,000 contract) to keep the Desk Reference up-to-date. Stu made the motion that we keep the Desk Reference on the website, despite switching to the National exam, since it is an excellent reference. Mary Lou Kalsted seconded the motion and the motion carried.

## **6.0 NEW BUSINESS**

### **6.1 Web Site Information Director Nomination**

Current policy states that the Web Site Information Director (WSID) needs to be someone on the Board. Jeff Wickenkamp nominated Lillian Prince. Jeff moved that Lillian be the new WSID, Stu Richter seconded, and the motion carried.

### **6.2 Accepting Credit Card Payments**

Sarah Harbaugh stated that it would cost approximately \$500 to \$1,000 per year for the website to accept credit cards. Sarah does not recommend that conference registration be allowed online, due to personal control in the registration process that is needed. However, Sarah and the Board agree that we would like to provide the convenience to the membership. By the same token, there may be more work involved for the Treasurer and Executive Secretary. Loren Wobig and Sarah will do more research and report again on this topic at the next meeting.

### **6.3 Inter-Organizational Chair Nominations**

There are currently 2 nominations in hand for this position. Stu Richter discussed the importance of this position is to have communication with other organizations and their conferences. The idea is to cross-pollinate with other associations. APA and ASLA were Stu's first ideas of associations for us to become involved with. ASCE and ILGISA have also been contacted. Jeff Wickenkamp to discuss with nominees. Jeff to nominate one and there will be a vote by the Board later.

### **6.4 Organizational Budget**

Mike Cothard passed around the budget summary of what was spent by each Board Member & Committee Chair in 2008-2009. These positions are to determine their budget needed this year and report these numbers back to Loren Wobig.

6.5 Stu Richter reminded Committee Chairs to submit a description of what their position entails. Stu to send out the policy that was previously written. Also, committee chairs do not need to be approved yearly. Stu would like to remove this from the policy. Bylaws exist for removing Chairs, but otherwise the Chairs

serve for as long as they wish until they send in a letter of resignation. This will be further discussed at the next Board meeting.

**7.0 RATIFICATION**

Stu Richter moved to ratify and affirm all delegated and authorized acts of the Board of Officers, Chairs and staff for and on behalf of the Association. Loren Wobig seconded the motion and the motion carried.

**8.0 ADJOURNMENT**

Mary Lou Kalsted moved to adjourn the meeting of the IAFSM Board. Stu Richter seconded the motion and the motion passed. The meeting was adjourned at 12:30 p.m.

The next IAFSM Board Meeting is scheduled for 9:30 a.m. (to end at 11:30 a.m.) on July 8, 2009 at the Grundy County Government Center in Morris, Illinois

Respectively submitted,

Lillian B. Prince, PE, LEED AP, CFM  
IAFSM Board Secretary