

Minutes of the IAFSM Board of Directors Meeting January 12, 2011

The January 2011 meeting of the Board of Directors for the Illinois Association for Floodplain and Stormwater Managers was held at the Lisle Village Hall on January 12, 2011. Those attending the meeting included:

Andrew Braun	Erik Gil	Sally McConkey	Matt Wahl
Kerry Behr	Sarah Harbaugh	Bob Murdock	Jeff Wickenkamp
Mike Cothard	Glenn Heistand	Lillian Prince	Loren Wobig
Amanda Flegel	Mary Lou Kalsted	Stu Richter	

1.0 CALL TO ORDER

The meeting was called to order at 10:07 a.m. by Jeff Wickenkamp. Due to new attendee, everyone briefly introduced themselves.

1.1 CORRESPONDENCE

New insurance policy documentation on adjusted coverage.
Letter from Kidzeum for tax purposes acknowledging our \$11,400 donation.
Email correspondence regarding request for dam safety training to be provided by IDNR.

2.0 APPROVAL OF PREVIOUS MEETING MINUTES

A motion was made by Loren Wobig to approve the November 10, 2010 meeting minutes. Jeff Wickenkamp seconded the motion and the motion carried.

3.0 OFFICER REPORTS

3.1 TREASURER'S REPORT – Loren Wobig

Treasurer Loren Wobig distributed the latest account balance summary, including the checking, savings and CDs. The next CD is due March 14. It is a 13-month CD with a value of approximately \$51,392, and Loren will renew it for another year. Loren Wobig moved to approve the Treasurer's Report, Stu Richter seconded the motion, and the motion passed.

Loren prepared a preliminary budget for consideration at by the Board. He added "Seminar Labor" as a category for each Committee and also added in a savings transfer item for such items as Kidzeum donations and university grants. There was some discussion on possibly also adding a separate item for pre-conference workshops. The 2011-2012 budget will be finalized for the Board to approve at the March meeting.

Loren began a discussion on a Records Retention Policy. He reported that we currently have two banker's boxes packed full of treasurer's records. Loren received some info from ASFPM and ASCE; both suggest establishing a Records Retention Policy. Several questions came up regarding what is necessary to keep, etc. Loren will bring this topic up at the next All-Chapters Call to collect more information and guidance for our chapter.

The tax laws are in the process of changing, and the probability of an audit of non-for-profits will increase. Being able to provide records for the IRS begins with knowing which records are important to have. The IRS offers one-day seminar dedicated to discussing the changes for small non-for-profit organizations. Unfortunately, none of the upcoming seminars are in Illinois. Loren will discuss with our accountant/tax preparer to see what our options are for getting educated on the changes.

Also, Loren has been looking into the possibility of obtaining a credit card for our chapter. Using a credit card would simplify our accounting in that the credit card company would

track W-9 forms as opposed to IAFSM continuing to track them. This would also be helpful in the case of an audit. So far, the task of finding a credit card has been proving to be more difficult than anticipated, but Loren will continue to look into it.

3.2 OTHER OFFICERS

In commemoration of our 25th year anniversary, Stu Richter presented an updated History of the IASFM to the Board. The Board agreed to include this very thoughtful document in the annual conference packet to share with the membership.

4.0 COMMITTEE REPORTS

4.1 CRS COMMITTEE – Mary Lou Kalsted, Chair

Mary Lou Kalsted reported that the next CRS Users Group meeting would be at the annual conference. The Group is planning dinner for Wednesday evening and plans to get back to the hotel in time for the movie showing at 8 p.m. Mary Lou has also been working with Mike Cothard to arrange a session at the annual conference that is aimed at CRS Committee members but open to all. Mary Lou presented a brochure used in California and she mentioned that Scott Cofoid is asking that the CRS Committee develop a similar brochure for Illinois communities.

4.2 CERTIFICATION COMMITTEE – Matt Wahl, Chair

Matt Wahl reported that the CFM exam would be administered at the conference facility on the Tuesday evening before the conference. The refining of the CFM exam is still underway to bring it into conformance with reliability and validity testing standards, and completion of this process is likely one or two years away.

4.3 LEGISLATION COMMITTEE – Kay Whitlock, Chair

No report from Kay. Jeff Wickenkamp suggested that the Board hire a lobbyist. He mentioned that ASCE has one and perhaps we could use the same one. Sally McConkey suggested perhaps hiring an assistant to help with education and outreach. Mike Cothard will ask Kay Whitlock to look into these options.

4.4 NEWSLETTER – Jennifer Maercklein, Chair

Jennifer Maercklein was not in attendance at the meeting, but she had emailed in her report beforehand. The Winter newsletter went out on schedule and Jennifer thanks everyone who contributed content. The Spring newsletter will go out in early April. The deadline for submittals is March 25. The Spring newsletter will include a conference wrap-up and Jennifer has two article ideas so far. At the Board meeting at the conference, Jennifer intends to use her Committee Report time to take pictures of the Board. We have had a number of unsuccessful attempts over the past year or so to take pictures either before or after a meeting, which coincide with people coming and going.

4.5 EDUCATION OUTREACH COMMITTEE – Amanda Flegel, Chair

Amanda Flegel is working with Erik Gil on the pre-conference workshops.

4.6 FLOODPLAIN MANAGEMENT COMMITTEE – Erik Gil, Chair

Erik Gil reported that an IDNR/OWR “rules and regulations” dinner seminar was held on November 10th. Erik and Amanda discussed the pre-conference workshops that are being finalized, including a CLOMR/LOMR Process workshop, a Floodplain 101 class, an EPASWMM workshop, and a Levee Certification seminar.

4.7 STORMWATER MANAGEMENT COMMITTEE – Bob Murdock, Chair

Bob Murdock reported that the Stormwater Management Committee hosted a dinner seminar on December 1st to present the changes occurring to the NPDES program. The seminar was well attended and Bob Newport from the EPA Region 5 was a speaker. On January 27, a workshop on WinSLAMM will be held. So far, 20 people have registered and

the seminar can hold a maximum of 30 people. The Stormwater Management Committee is additionally working on pre-conference workshops and is tentatively planning a green infrastructure seminar for May.

4.8 MITIGATION COMMITTEE – Open Position

Jeff Wickenkamp stated that he has been talking with people who may be interested in this Chair position. The Board is still accepting nominations for this position.

4.9 WETLANDS COMMITTEE – Tom Kehoe, Chair

No report.

4.10 NOMINATIONS AND ELECTIONS COMMITTEE – Paul Osman, Chair

Elections are coming up and Paul Osman and Committee are gathering nominations.

4.11 AWARDS COMMITTEE – Paul Osman, Chair

Paul Osman and Stu Richter are working on awards for the next annual conference.

4.12 INTER-ORGANIZATIONAL COMMITTEE– Kerry Behr, Chair

Kerry Behr has been forwarding the IAFSM newsletter to other associations. Paul Osman has been trying to get Illinois Emergency Services Management Association (IESMA) members to attend the conference, which will offer them continuing education credits. The Board discussed offering scholarships to attend the conference this year. Due to lack of interest from other associations to attend the IAFSM conference, it is tough to hand out these scholarships. Jeff Wickenkamp motioned that if an IAFSM Board member intending to attend the conference does not have company or agency financial backing to attend, IAFSM will award the Board member a scholarship to the conference this year. Stu Richter seconded the motion and the motion carried.

4.13 YOUTH OUTREACH COMMITTEE – Andrew Braun, Chair

Andrew Braun stated that no proposals have been received for university grants. Andrew is looking for a project that would start in the summer or fall of this year. Sally McConkey posed the possibility that we could sponsor an intern for the Institute of Natural Resource Sustainability. A grant extension agreement has been entered with Northwestern University to extend their grant to the end of August with no increase in monetary amount.

The Sun Foundation has requested that IAFSM present the water table at their Clean Water Celebration on April 11. Considering the mission of the Sun Foundation and the focus of the Clean Water Celebration, this may be an exceptional opportunity for providing outreach and education.

4.14 ANNUAL CONFERENCE COMMITTEE – Mike Cothard, Chair

Mike Cothard presented a refined line-up of the conference sessions and presentations with a number of options for the Board to discuss. He also presented a conference budget. The Board discussed the venue layout and exhibitor set up. Pre-conference workshops will be held and they are getting finalized. Also, the hotel is attached to a theater, which IAFSM will rent on Wednesday evening to show a movie.

5.0 OLD BUSINESS

5.1 Regional Conference 2013 Opportunity

Jeff Wickenkamp indicated that he has been in contact with the Iowa, Wisconsin and Minnesota chapters, and the discussion continues to hold a four-chapter conference in 2013. It would take place in either Dubuque or the Wisconsin Dells, and it would be held around the same time of year as the IAFSM conference is normally held (between February and April).

5.2 Website Enhancements

IEMA is a possible source of grant money for the website. Lillian Prince will come up with a current list of website enhancement possibilities for Board consideration. She will also present a list of questions for Board review, which will then be distributed to the membership (perhaps via Survey Monkey) for input and feedback on our website.

5.3 Contact with Other Chapters

ASFPM is trying to connect more with the chapters in an effort called "Strengthening the Networking". The IAFSM Board is in favor of this.

6.0 NEW BUSINESS

6.1 Intern Sponsorship Opportunity - INRS

Sally McConkey posed the possibility that we could sponsor an intern for the Institute of Natural Resource Sustainability. This was discussed under Youth Outreach Committee.

7.0 RATIFICATION

Mary Lou Kalsted 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. Jeff Wickenkamp seconded the motion and the motion carried.

8.0 ADJOURNMENT

Jeff Wickenkamp moved to adjourn the meeting of the IAFSM Board. Lillian Prince seconded the motion and the motion passed. The meeting was adjourned at 1:45 p.m.

The next IAFSM Board Meeting is scheduled for 7:30 a.m. (to end at or before 9:00 a.m.) on Thursday, March 10, 2010 at the annual conference, which will be at the Bloomington-Normal Marriott. The room for the meeting is intended to be Room Redbird G (next to the registration desk).

Respectively submitted,

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