

Minutes of the IAFSM Board of Directors Meeting May 9, 2012

The May 2012 meeting of the Board of Directors for the Illinois Association for Floodplain and Stormwater Managers was held at the V3 Company Headquarters in Rosemont, IL. Those attending the meeting included:

Mary Lou Kalsted	Jennifer Maercklein	Kerry Behr
Loren Wobig	Paul Osman	Matt Wahl
Shauna Urlacher	Lillian Prince	Brian Eber
Andrew Braun	Mike Cothard	Glenn Heistand
Molly O'Toole	Sarah Harbaugh	Erik Gil
Emily Anderson		

1.0 CALL TO ORDER

The meeting was called to order at 10:03 am by Mike Cothard.

1.1 INTRODUCTION OF OFFICERS

1.2 CORRESPONDENCE

None

2.0 APPROVAL OF PREVIOUS MEETING MINUTES

Andrew Braun moved to approve the March 15, 2012 meeting minutes. Molly O'Toole seconded the motion, the motion carried.

3.0 OFFICERS' REPORTS

3.1 TREASURER'S REPORT – Lillian Prince

Lillian Prince reported that the draft 2012-2013 budget was distributed to the Board, prior to today's meeting. Several budget issues remain to be resolved, including an estimate of anticipated income. The preliminary budget is approximately \$21,000 overbudget. Prince reminded the Board that either of the two Certificates of Deposit (CD) could be cashed-in if more income is needed. The Board discussed the option of redeeming a CD, and decided that option is not necessary. Line items in the proposed budget were discussed, as follows:

Jennifer Maercklein reported that advertisement sales for the newsletter are not significant and their income should be reduced in the proposed budget.

Prince reported that three (3) more yearly payments of \$11,400 each are still due to fulfill our commitment to Kidzeum. Two (2) payments have already been made to Kidzeum.

Andrew Braun requested that \$12,000 indeed carry over from last year's Youth Outreach committee budget and remain allocated to the University Outreach grant project, since that money was not awarded and so that momentum for the grant projects won't be lost.

Mike Cothard commented that if necessary, the savings account (current balance of approximately \$14,000) can be used to make up a year-end deficit.

The "Website Enhancement Project", led by Jeff Wickenkamp, will be included in the 2012-2013 budget, in the amount of \$1,000.

The Board reviewed and discussed the "123 Signup" service that was used this year. Board consensus is that it seemed to work well and has been well-received by the membership who have used it, although it is expensive. A major benefit of the service is in helping to organize, administrate, and reduce the executive secretary Sarah Harbaugh's workload for conference and workshop registrations, fees, and new IAFSM memberships/renewals. Harbaugh's reduced administration hours offset the cost of the 123 Signup service. The service provides the ability for registrants to use credit cards to pay fees and register for events online, and it doesn't charge IAFSM credit card usage fees. The Board discussed if eliminating 123 Signup would actually save money and decided it is worth continuing with the service. The service adds a level of convenience to the services and programs that IAFSM offers to its members. There is no contract to continue using the service; it can be cancelled at any time with no penalty. Sarah Harbaugh reports that 100% of this year's conference attendees used 123 Signup for registration. The Board discussed the potential need for slightly raising the membership and workshop fees to cover the cost of 123 Signup, and decided to proceed with increasing fees as necessary (it is estimated this will be around 5% or less of an increase on seminar and workshop fees). A budget item of \$8,000 is included in the 2012 – 2013 budget for the 123 Signup service.

IAFSM membership fees are very low compared to other professional organizations, especially considering the services afforded to IAFSM members. The Board discussed the issue of increasing membership fees and eliminating membership waivers to help offset increasing costs of venues and services. It was mentioned that membership dues have remained \$20 for about ten years now, and there was a suggestion that it is time that membership fees should increase from \$20 to \$25, starting in FY 2013. Raising conference fees was also discussed. The Board decided to maintain the same conference fees that were used for the 2012 (upstate) conference for 2013 (downstate), as venue costs have increased

downstate as well. Mike Cothard motioned to raise IAFSM membership dues from \$20 to \$25, starting in 2013, Paul Osman seconded the motion, the motion carried. Jennifer Maercklein will put a notice in the newsletter about the upcoming change. Mike Cothard stated that the IAFSM annual conference does not make money, it is budgeted to break-even, which it did this year and last year. The conference sponsors and exhibitor's fees are the mechanisms that allow the conference to break-even, otherwise conference fees would need to be even higher.

Lillian Prince will finalize the budget soon, accounting for items as discussed and agreed upon by the Board at this meeting. A vote to approve the proposed 2012-2013 budget will be called when the budget has been finalized.

Lillian Prince reports that IAFSM's income taxes were filed and accepted by the IRS. Net worth and income/expense reports were submitted to the Board. Prince motioned to accept the treasure's report; Mike Cothard seconded the motion, the motion carried.

3.2 CHAIR'S REPORT – Mike Cothard

Nothing to report.

3.3 SECRETARY'S REPORT – Glenn Heistand

Glenn Heistand reported that thirty-one (31) IAFSM annual conference presentations were received and provided to webmaster Rod Johnson to post on the IAFSM website this week. Normally, conference presentations are taken directly from the laptop computers that are used to give the conference presentations, but this year those computers were provided as part of the contracted audio-video services and were not retrieved before the end of the conference. Therefore, presenters were requested to upload their presentations to Heistand after the conference to be posted on the IAFSM website. Not all presentations have been received.

4.0 COMMITTEE REPORTS

4.1 CRS COMMITTEE - Mary Lou Kalsted

Mary Lou Kalsted reported that two more CRS User's Group webinars are scheduled with French Wetmore. The CRS User Group program in Illinois will now be called the "Illinois CRS User Group" program, to distinguish it from other state programs that have begun to form. The new NFIP CRS Coordinator's Manual is in draft form and is expected to be finalized after October 1, 2012.

A seminar is scheduled in Downers Grove on May 16, 2012, at 10 a.m., to help attendees attain Class 4 status, utilizing the newest requirements.

The Illinois CRS program continues to grow; a report will be included in the September IAFSM newsletter. Paul Osman has information that he will supply to Mary Lou Kalsted and Jennifer Maercklein for the report.

4.2 CERTIFICATION COMMITTEE - Matt Wahl

Matt Wahl reported that the next ASFPM Certified Board of Regents (CBOR) meeting will be held in San Antonio during the ASFPM conference. The agenda will include similar items as last year, including discussions on ethics, core competency, testing updates, and state concerns. New CFM exam questions will begin cycling into the CFM exam soon.

In response to a question from Paul Osman, Sarah Harbaugh reports that Certified Floodplain Manager (CFM) Continuing Education Units (CEU's) for attendees of the 2012 IAFSM annual conference were submitted to ASFPM, although a little later than expected.

Locations for summer and fall CFM exams will be switch between Bartlet (now fall) and Woodridge (at V3, now summer) due to conflict with a weeklong summer camp in the Bartlet building location.

4.3 LEGISLATION COMMITTEE - Kay Whitlock

Emily Anderson distributed draft position statements, which included seven (7) statements. These position statements could be added to the IAFSM website as a public resource. The Board reviewed the statements and discussion followed. The Board was in general agreement with the statements. Mike Cothard inquired if establishing position statements would require an update to the IAFSM bylaws. The Board decided that the bylaws would not need to be updated or revised. Paul Osman suggested that a statement concerning public safety and floodplain development should be added, for example: "no new nursing homes or schools should be constructed in the floodplain". Paul Osman and Molly O'Toole will develop an 8th statement to address public safety issues. Mike Cothard will review the IAFSM mission statement (developed by French Wetmore) to confirm that these position statements are not in conflict with it.

4.4 NEWSLETTER - Jennifer Maercklein

Jennifer Maercklein distributed the questionnaire that was sent with the most recent IAFSM newsletter. Results of the survey reveal that approximately 90% of 293 respondents always or at least half-the-time use the IAFSM website to retrieve and read the IAFSM newsletter. Approximately 20% of respondents read the newsletter cover to cover. Maercklein requested that committee chairs review all comments to see if any comments fall under the categories of their committees. Comments under the purview of each committee should be addressed by the

respective committees and chairs could possibly provide a newsletter article to address specific items.

Matt Wahl suggested an article about recent federal rulings on the NPDES program and EPA's authority over local municipalities. Maercklein suggested that case studies and before-and-after stories are liked by readers.

4.5 EDUCATION OUTREACH COMMITTEE - Amanda Flegel

No report.

4.6 FLOODPLAIN MANAGEMENT COMMITTEE - Shauna Urlacher

Shauna Urlacher reported that she is busy organizing the committee. There are currently six (6) committee members; two (2) government, four (4) consultants. Urlacher is looking to increase the committee ranks with a representative collection of people, not just consultants or government workers, and not just people from the Chicago-land area. The committee is considering a seminar in September or October. Organizing several events per year, in locations where they are needed, is the goal of the committee. Urlacher's first committee meeting will be held in 2-3 weeks, and then planning for the fall seminar will begin. Conference calls, instead of face-to-face committee meetings, will be accommodated when and if needed for committee members.

4.7 STORMWATER MANAGEMENT COMMITTEE – Erik Gil

Erik Gil reported that DuPage County's new stormwater ordinance is expected to become effective soon. Educational seminars are planned by the committee to help users of the ordinance understand it better. Erik will advertise the seminars as the ordinance comes out and will help to coordinate in other ways if needed.

Jennifer Maercklein inquired about the status of the MWRDGC stormwater ordinance. Erik responded that the MWRDGC stormwater ordinance is not ready yet.

Paul Osman suggested that focus should also be provided to stormwater education in downstate locations.

Matt Wahl reported that some counties are trying to pass enabling legislation that will grant taxing authority to communities for stormwater utilities, much like the Chicago area and Metro East St. Louis locations currently utilize. Paul Osman suggested that IAFSM needs to get more exposure in the Metro East St. Louis area.

Lillian Prince reminded the Board of the previous idea of forming an independent workgroup to help draft or recommend an update to the State

of Illinois floodplain regulations. Paul Osman responded that the State of Illinois floodplain regulations are outdated and need revisions. Molly O'Toole added that the International Code Council building codes (I-Codes) are full of floodplain-related items but they are disconnected from floodplain permitting rules. General consensus with the Board is that IDNR-OWR is not in a position financially or politically to enact changes to the state floodplain regulations and that IAFSM is an appropriate vehicle to help carry the message of encouraging changes and the work of recommending specific changes.

4.8 MITIGATION COMMITTEE – Molly O'Toole

Molly O'Toole reported that she is still in the process of organizing and recruiting the committee. In response to a request, a workshop on benefit-cost analysis will be planned in the future. Regarding the Website Enhancement Project grant status, O'Toole reports that the Illinois Emergency Management Agency (IEMA) has not started their review of the grant application.

4.9 WETLANDS COMMITTEE - Tom Kehoe

No report.

4.10 NOMINATIONS AND ELECTIONS COMMITTEE - Paul Osman

Paul Osman reported that 2012 is the bi-year, with no Board elections. Nominations are needed for 2013 Board Secretary. Osman would like to see more local officials on the Board, so Osman will try to prompt a local official to come in as Board Secretary.

A recent award winner hasn't received their reward; the reward still needs to be purchased.

Osman recommended that one of the activities for the 2013 IAFSM conference should be a "team challenge". The team challenge could be like a scavenger hunt or similar mission, lasting 1-hour, with teams responsible for doing certain things, answering questions, collecting certain things, taking pictures, etc. The Board seemed to like the suggestion and thought it would add a new element of fun and spontaneity to the conference.

4.11 AWARDS COMMITTEE - Paul Osman

Nothing to report.

4.12 INTER-ORGANIZATIONAL COMMITTEE - Kerry Behr

Kerry Behr reported that Andrew Braun attended the April IEMA / IASMA conference in East Peoria. The conference was very good, and IAFSM should try to include the IEMA / IASMA members in the IAFSM conference

and vice-versa. The topics in the conference were comparable to those of the IAFSM conference, but with a different emphasis.

Behr intends to contact the Illinois Association of Realtors about their next conference and the options for IAFSM attending and/or being involved.

4.13 YOUTH OUTREACH COMMITTEE – Andrew Braun

Andrew Braun reported that he would like to proceed with the University Outreach project this summer and put out a request for proposals. Paul Osman suggested someone should consider giving a presentation to a university class about floodplain management and flood issues; water resources classes or geology classes are good types of classes to speak at. Molly O'Toole will investigate colleges or universities where emergency management courses are given.

Loren Wobig suggested assigning a mentor/guide to each student who is attending a future IAFSM conference, to help them feel connected in the conference, conversations, and meeting other professional attendees. The Board thought this was an excellent idea.

4.14 ANNUAL CONFERENCE COMMITTEE – Loren Wobig

Loren Wobig distributed summary and statistics about the 2012 IAFSM conference. Approximately 32% of attendees were from local government, 81% from the six-county Chicago area. Attendees rated the 2012 conference with high scores in every category. However, the plenary session wasn't as well received compared to other portions of the conference, which has been the recent trend from previous conferences. Breaks between sessions were also reported to be too long. The field trips were very well rated and attended.

In response to the question about hosting a regional floodplain conference, 59% of conference responders said "no", 10% "maybe", 31% "yes". Therefore, IAFSM should probably not move ahead with the regional conference idea. As an alternative to hosting a regional floodplain conference, Lillian Prince suggested that IAFSM should advertise other floodplain conferences that members could attend outside of Illinois. The Board liked Prince's suggestion.

Rock Island USACE approached Wobig about hosting a regional conference, but nothing materialized. Molly O'Toole suggested an idea to create a specialized conference with a specific topic like BMP's, Rivers, Etc. Brian Eber responded that BMP presentations at the IAFSM conference went very well and generated very good and interesting questions from audience.

In response to the question about pre-conference workshops, 79% of conference responders want stand-alone workshops instead of pre-conference workshops, because they can't go to the conference and the workshops in the same week. Paul Osman suggested creating a "workshop day" with multiple committees responsible for their own sessions.

For next year, Wobig suggests the Board think about focusing on a particular area or topic instead of having a large number of presentations about projects. Another recommendation is to select or recruit speakers instead of accepting general submittals for conference presentations. In such a process, each committee could be responsible for coordinating and recruiting specific speakers for specific topics. Invited speakers could have their conference fee waived, which is already our policy.

Wobig reports that the Schaumburg Convention Center may be an option for the 2014 conference. Lillian Prince will investigate that option. The Rosemont Intercontinental Hotel is probably too small to consider returning for the next upstate conference. Tinley Park is big enough and has been asking Wobig about getting our conference to return. Our conference is a tough size to accommodate. It is too big for most hotels but too small for a lot of convention centers. Shauna Urlacher suggested the option of dividing the conference into two groups to help fit in certain venues.

5.0 OLD BUSINESS

5.1 WEBSITE ENHANCEMENT RFQ UPDATE– Jeff Wickenkamp

Refer to Molly O'Toole's update in Section 4.8.

5.2 Lifetime achievement awards question – Molly O'Tool

Molly O'Toole inquired about Lifetime Achievement award winner notifications. Paul Osman responded that he verbally notified winners. Mike Cothard will send the winners an official letter to notify them of the award. There seems to be some confusion among the recipients about IAFSM membership fees being waived. The written award notice will help them understand that their IAFSM membership fees will be waived from now on.

6.0 NEW BUSINESS

6.1 Water Table Storage Boxes – Loren Wobig

Loren Wobig reported that the Water Table storage boxes have already received Board approval (up to \$1,000) and they will be ordered soon. The original packing boxes have become worn-out and damaged. The new storage boxes are more protective.

7.0 RATIFICATION MOTION

Lillian Prince 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. Kerrie Behr seconded the motion, the motion carried.

8.0 ADJOURN

Time: 12:52 p.m.

Next Meeting is Wednesday, July 11, 2012, 10:00 AM, at V3 Companies.

Respectively submitted,

Glenn N Heistand, P.E., CFM
IAFSM Board Secretary