

President: Scott Solverson; President-Elect: Mary Dziejwiontkoski; Vice-President: Robert Givens; Secretary: Holly Powell; Treasurer: Lee Igl; Director: Scott Brandmeier and Eric Dundee; Past President: James Hessling; Council of Chapters Delegates: Mike Dailey and Paul Woodard

## EXECUTIVE COMMITTEE MEETING

### MINUTES

Meeting Date: Friday, December 7

Meeting Time: **11:03 AM**

Meeting Location: Madison Metropolitan Sewerage District  
Maintenance Building  
1610 Moorland Road  
Madison, WI 53713

1. Call to Order /Introductions: Scott Solverson, Jim Hessling, Nathan Wachtendonk, Mike Dailey, Scott Brandmeier, Lee Igl, Randy Herwig, Jeff Mazanec, Bob Givens, Pal Woodard, Eric Dundee, Mary Dziejwiontkosk, Michael Wodalski (call in).
2. President's Report **attached, passing of member Ernest Winters as a news item for the website. Keegan Flynn sent a thank you note for the scholarship. Thank you to Mike Dailey for his year's of service and last meeting with the executive committee.**
3. Approval of Minutes: October 31, 2018 **attached Update the motion reference; motion to approve by Lee Igl, 2<sup>nd</sup> by Bob Givens, motion approved.**
4. Treasurer's Report (Igl)

Current Account Balances as of 11/30/2018 **attached, Lee Igl was approved by Summit Credit Union for a \$5,000 limit credit card. Brewer's vs. Cub's ball game needs a budget for approval to reserve tickets. For 2020, the budget could show a line item for young professional events.**

**Task Lee to find a fee only financial advisor proposal. Motion to approve treasurer's report and authorize Lee Igl to seek a financial advisor to advise us on investments for up to \$1,000 by Paul Woodard, 2<sup>nd</sup> Dundee, motion approved.**

i. Chapter Checking	Summit	\$41,535
ii. Chapter Checking	Associated Bank	\$3,000
iii. Bank of Sun Prairie Money Market		\$10,014
iv. Bank of Sun Prairie 18 mo CD		\$75,682
v. Scholarship Fund Total		\$159,562
ii. Total Investments		\$289,794
iii. Revenue YTD		\$94,254

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iv. Expenses YTD \$96,147

5. Old Business

- i. Whova App Report & Request (Mazanec) attached, All users rating the app gave it five stars. Discount to sign up for two conference apps for \$3,148. Discussion on using Whova app versus APWA website for conference registration. Motion to sign up for Fall/spring conference app by December 13 deadline and switch to Whova application for transactions at \$3,148 base cost plus transaction fees made by Scott Brandmeier, 2<sup>nd</sup> Paul Woodard, motion approved.
- ii. Fall conference final budget (Givens) attached, Successful conference
- iii. Emerging Leaders project/topic guidance (Wodalski) attached, Public Relations committee looking for young professionals get face time with their local elected officials. Assembly Bill 236 shows the sponsors of the bill to potential reach out to officials. Scott Brandmeier will reach out to set a conference call with emerging leaders and Public Relations committee.
- iv. Audit Committee Report approval (Dziejwiontkoski)

6. New business

- i. 2019 Sponsorship (Dundee) attached, add special events/young professional item, sponsorship could be added to the website for payment. Randy and Bob discussed vendor layout and lunch location.
- ii. Spring 2019 conference speakers (Givens) attached, three Oshkosh local project sessions, two hours for vendor presentations, speaker line up by end of January.
- iii. Newsletter contracts/payment timelines (Hessling) attached, Motion to accept the Cavanaugh Interactive newsletter contract as presented for 2019 by Jim Hessling, 2<sup>nd</sup> Paul Woodard, motion approved.
- iv. League of Municipalities Conference Invitations and other orgs (Brandmeier) The DNR is interested in attending. Limit to 6 tables. Conference committee to determine non-profit organizations for Spring 2019 conference.
- v. Young Professional event: Learn to curl (Dundee & Hessling) attached, curling about 2 hours, transfer to a social event after, about 25 attendees would cost about \$1,400. Limit to 48 members. Motion for the Chapter to subsidize the event and not to exceed \$20 for young professionals or \$40 for non-young professionals to include lunch by Eric Dundee, 2<sup>nd</sup> by Paul Woodard, motion approved.

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- vi. Snow Plow Roadeo Cone/delineator request (Wachtendonk) **attached, two quotes provided. Motion to accept Sherwin Industries quote \$5,625 and Grainger quote \$1,495.65 by Jim Hessling, 2<sup>nd</sup> Scott Brandmeier, motion approved.**
  
7. Upcoming Event Dates
  - i. YP event: Learn to Curl, January 18, 2019 – McFarland Curling Club
  - ii. Winter Fishing Outing, February 14-15, 2019 – Sand Bay Beach Resort
  - iii. Spring Conference, May 8-10, 2019 – Oshkosh
  - iv. Summer Outing, July 11, 2019 – Evergreen Golf Course, Elkhorn
  - v. PWX, September 8-11, 2019 – Seattle, WA
  - vi. Fall Conference, November 6-8, 2019 – Three Bears Resort, Warrens
  
8. Future Agenda Items
  - i. Past President’s recommendations on investing (Igl)

Future newsletter deadlines- Due to [nancy@cavanuaghinteractive.biz](mailto:nancy@cavanuaghinteractive.biz) by December 14 for the January edition.  
Newsletters are published quarterly: January, April, July and October.
  
9. Adjourn **Motion to adjourn by Eric Dundee, 2<sup>nd</sup> Woodard, done at 1:26pm.**