



General Business Meeting
Thursday, May 9, 2019
Grand View Lodge, Nisswa, MN

Minutes

1. The Business Meeting was called to order at 11:10 a.m. by President Amy Grothaus

President Grothaus made the following announcements:

- A. National Public Works Week is May 19-25, 2019. APWA's theme is "It's starts here" and Public Works Week posters are available to purchase on the APWA website. The chapter is waiting to receive the proclamation from Governor Walz's office declaring May 19-25 as Public Works Week in Minnesota.
- B. 2019 PWX is in Seattle, Washington and registration is open. Early registration deadline for the \$100 discount is July 8.
- C. Emerging Leaders Academy (ELA). APWA offers a year-long opportunity for intensive leadership and management training within the context of public works. Members meeting the criteria and willing to make the commitment to the program can submit letters of interest to President Grothaus by July 8. The Chapter will sponsor the ELA candidate to attend the 2020 PWX in New Orleans, Louisiana. Information about the program is advertised on the website.
- D. Letters of interest for members interested in applying for the Young Professional Stipend to attend the 2019 PWX are due May 31.
- E. The Fall Conference is scheduled for Nov. 21-22, 2019 and a call for presentations will be sent out immediately after the Spring Conference. Presentations will be due by May 31.

2. Secretary/Treasurer's Report (Beth Engum)

- A. Review/Approve Minutes of November 15, 2018 Fall Conference General Business Meeting.
MOTION: Motion made by Jeannine Clancy and seconded by Chris Petree to approve the meeting minutes of the November 15, 2018 Fall Conference General Business Meeting as presented. Motion carried.
- B. Financial Report
The chapter has taken over the financial duties previously performed by APWA and all accounting practices are performed using Quickbooks Online (QBO). APWA has transitioned all chapters to QBO and the reports generated are designed to be consistent with all APWA chapters. The Chapter Assistant will now be processing all day-to-day financial activities with oversight by the Vice President, Secretary/Treasurer and Deputy Treasurer. The claims report is a new report to be approved which is a monthly account of checking and credit card activities.

The following balances for financial statements for months ending April 30, 2019 and the May 2019 Claims Report were presented:

For months ending April 30, 2019	
Opening Balance Equity	\$319,018.49
US Bank	\$123,279.92
Merrill Lynch	\$156,373.43
Total Current Assets	\$279,653.35
Net Income	(\$39,365.14)
May 2019 Claims	\$9,025.69

MOTION: Motion made by Sue Mason and seconded by Russ Matthys to approve the Financial Statements for months ending April 30, 2019 and the May 2019 Claims Report. Motion carried.

C. Draft 2019-20 Budget

The draft 2019-20 budget is presented for information. The main increases to note are for the Raise Our Grade Minnesota campaign, purchase of two toolkits for STEM-related and other outreach activities and the purchase of t-shirts with the chapter logo for volunteers representing the chapter during outreach events.

The 2019-20 budget will be adopted by the Executive Committee at its June 19, 2019 meeting.

3. National Awards Update (Sarah Lloyd)

The Chapter submitted 15 nominations and received the following five national awards:

- Exceptional Performance Award (Journalism – non-Chapter) – Children’s Book Series - Bolton & Menk, Inc.
- Project of the Year Award (Transportation \$5-\$25 million) – Three Rivers: 9-Mile Creek Trail - SEH
- Project of the Year Award for Small Cities/Rural Communities – Downtown Afton Revitalization – WSB
- Professional Manager of the Year: Engineering & Technology – Paul Pasko, SEH
- Professional Manager of the Year: Transportation – April Crockett, MnDOT

The awards will be presented at the 2019 PWX in Seattle, Washington in early September.

The chapter will submit for the PACE award which is due June 3, 2019. The Awards Committee will solicit for local awards in late August.

4. Diversity Committee Update (Marcus Thomas)

The Diversity Committee provided an update during the previous conference session.

5. Government Affairs Committee (GAC) Update (Zach Johnson)

Mission of the GAC is “to serve as the voice of the APWA-MN Public Works Chapter to government leaders, and to positively promote awareness and advance the legislative interests and policy priorities of our membership through building, maintaining and strengthening community relationships.”

- Currently, meeting with legislators and making connections and learning how much the public works professionals can be helpful in countering their bias and assumptions of the work done by public works.
 - The GAC is developing educational modules to facilitate change and establish a true view of public works.
- Improve communication within the public works community and get the word out about field meetings and other opportunities to be the voice for public works.
- Raise Our Grade Minnesota campaign will be instrumental in getting the infrastructure message out to the general public and offer them opportunities to act by contacting their legislators.

6. Volunteer Update (on behalf of Volunteer Coordinator Eric Fosmo, Beth Engum gave the update)

Volunteer opportunities can be found on the Volunteer page on the Chapter's website. The following opportunities are available:

- The Awards and History committees are seeking committee volunteers.
- Raise Our Grade Minnesota involvement.
- Amateur photographer(s).
- Education and outreach opportunities.

7. 2019 PWX Chapter Dinner and Awards Reception Update (Russ Matthys)

The Chapter Dinner is scheduled for Tuesday, Sept. 10, and will be held at Shaker & Spear, located adjacent to the Kimpton Palladian Hotel, between Seattle's Belltown and West Edge neighborhoods. The cost will be between \$50 to \$75 per person. Once details are finalized, an announcement will be sent to chapter members.

The Awards Reception will be held on Monday, Sept. 9. Location and final details for this event will be coming soon.

8. Old Business

No old business items.

9. New Business

No new business items.

10. Adjourn

The 2019 Spring Conference General Business Meeting adjourned at 11:29 a.m.

ATTENDEES:

Amy Grothaus, Russ Matthys, Beth Engum, Kristin Asher, Jeannine Clancy, Karl Keel, Jon Horn, Andy Nauer, Matt Leonard, Rod Rue, Kevin Mattson, Randy Schmidt, Shawn Louwagie, Jeremy Mathiasen, Bill Lararz, Ross Beckwith, Jacob Wolf, Jamie Colemer, Dan Coyle, Sean Simonson, Tim Behrendt, Brian Simmons, Mark Scholle, Mitch Regan, Sue Mason, Dale Reed, Jim Studenski, Mindy Carlson, Dave Sonnenberg, Ryan Peterson, Matt Leonard, Derek Asche, Jim Price, Joe Bennett, John Hagen, Jim Gilbert, Vince Vander Top, Jim Stremel, Grant Wyffels, Eric Lembke, Chuck Boser, Jesse Struve, Lydia Ener, Alyson Fauske, Alex Miller, Kevin Kruger, Kevin Pittelko, Larry Popple, Steve Klein, Michelle Stockness, Barritt Lovelace, Mark Erichson, John Bindford, Anna Bessel, Kyle Colvin, Ron Quanbeck, Adam Gordon, Mike Dressel, Angela Murphy, Adam Gadbois, Georgina Stanley-Woidyla, Ted Schultz, bob Moberg, Justin Klabo, Sean Christensen, John Rodeberg, Jeannine Briol, Amanda Groh, Marcus Thomas, Tim Plath, Chad Setterholm, Matt Saam, John Gorder, Aaron Schmidt, Ryan Hoefs, Mike Hejna, Alex Jordan, Zach Johnson, Joe Powers, Chad Isakson, Cara Geheren, Tom Girtz, Brian Olson, Ben Clink, Tom Zabinski, Chris Petree, Monica Heil, Sarah Lloyd, John Maczko, Ron Rosenthal, Joe Grabianowski, Rick Moskwa, Chris Martinson, Scott Jensen, Sonya Henning, Todd Howard, Brian Wolf, Pat Dunn, Scott Haupt, Jill Lucas, John Mazzitello, Shibani Bisson, Sue Polka, Dave Hutton, Anna Breland,

APWA National Guests: Region VI Delegate Chuck Williams and Director of Membership & Engagement Tammy Bennett