



Executive Board Meeting Minutes

Date: January 19, 2017
Time: 11:00
Place: Colorado Springs
Present: Amy Burk, JB Reyes, Hunter Greeno, Scott Caldwell, Dave Lewis, Gwen Lawrence

I. Call to Order by Chair: 11:36 a.m.

II. Approval of Previous Meeting Minutes:

- November meeting minutes: Motion: JB; Second: Gwen

III. Old Business:

- Recap of Fall Conference survey results
 - Vast majority of those in attendance have less than 15 years of pretreatment experience
 - Majority of members like the split session format but would like to return to IU/Pretreatment Professionals split versus an Introductory/Advanced Pretreatment split
- JB sent out thank you notes and gift cards to 2016 conference presenters
- Travel expenses for Rueben Reyes for the Verbal Defense and Influence class he taught to CIPCA members on December 15, 2016 reimbursed in the amount of \$135: Motion: Gwen; Second: Scott

IV. Chairperson's Report: Scott

- Executive Committee Pass-on Books and copies of CIPCA By-Laws were distributed
- New Business
 - i. Goals for the year/projects/themes
 - Clarify by-laws. Do we need to include language that specifies experience level in pretreatment required to serve on the executive board? Other updates/clarifications? Scott assigned to this.
 - How to increase CIPCA membership
 - Opening up membership to the private sector, lab personnel, and operators was discussed
 - Ultimately decided to focus on special districts and connectors
 - Website. Need to delegate responsibility for website updates. Dave suggested his wife could potentially do it.
 - Increase social media presence. Potentially starting a Facebook page. Amy assigned to this.
 - ii. 2017 Fall Conference
 - All agree on split session formatting with IUs
 - 2016 Fall Conference was ~\$8,500; we need to find a venue who can keep the price reasonable/within budget if we decide to change location.
 - The importance of lining up speakers early was stressed; this insures quality speakers and avoids last-minute scrambling.
 - We are not opposed to paying for quality speakers if need be
- February general membership meeting
 - Possible ideas for February meeting/tour were discussed

- i. Laboratory at Metro Wastewater
- ii. Contract lab- Test America? Scott will call them
- iii. Marijuana grow house
- iv. Brush Meat Processors

- Dental Rule
 - When/if the Dental Rule is published, we have an obligation to our membership to provide education on it, potentially at a general membership event
- Proposed Air Quality Rule
 - CIPCA should gather membership feedback on it
- Executive Board contact information was gathered
- Executive Board Meeting Schedule was created:
 - March 8, 2017: Metro
 - May 17, 2017: Ft. Collins
 - July 12, 2017: Colorado Springs
 - September 13, 2017: at Fall Conference hotel
 - November 8, 2017: Ft. Collins

V. Co-Chair Report: Dave

- Nothing to report at this time

VI. Treasurer Report: JB for Charity

- Balance Report: \$9,305.47 in checking
- JB turned in his credit card to Scott
- Key to P.O. Box given to Amy

VII. Secretary Report: Amy

- Nothing to report at this time

VIII. Issues Editor Report: Jack

- Not present

IX. Education/Training Report: TR

- Not present

X. Newsletter Editor Report: Hunter

- Nothing to report at this time

XI. Next meeting:

- March 8, 2017
- Metro Wastewater

XII. Motion to adjourn:

- Made by: Scott
- Seconded by: Hunter