



**EXECUTIVE COMMITTEE KANSAS CHAPTER
AMERICAN PUBLIC WORKS ASSOCIATION
MEETING MINUTES**

Date: September 8, 2016

**Location: Baker Wetlands Discovery Center
1365 N 1250 Rd.**

Time: 10:00 a.m.

Lawrence, Kansas

Attendees: Chuck Bartlett, Shawn Mellies, David Cronin, Kenzil Lynn, John Braun, Ron Seitz, Karla Waters, Brenda Hermann,

Absent: Nathan Bergman, Justin Erickson, Brenda Hermann, Douglas Whitacre, Brett Letkowski, Russ Tomevi, John Fulkerson

I. Approval of Minutes

- Motion for June Minutes Approval - Braun, Second – Bartlett. Motion Carried

II. Agenda review / modification

Discuss Mid-Am and 2018 PWX conferences after item C

III. Chapter Business

- a. PWX Minneapolis (Cronin)- The chapter dinner was attended by 26 people. Two scholarships were awarded to Peter Clark with Pottawatomie County and Greg Sund with the City of Hays.
- b. Snow Rodeo (Cronin)- The snow rodeo was attended by 53 contestants. The cost of the event was \$2,078 and registration fees raised \$2,385 for net \$307.
- c. Spring Conference Committee Recap (Cronin) Suzanne Loomis is working on the recap for the spring conference. Dodge City was on the planning committee so they can host a future conference. The next conference will be held with the County Highway Association.
- d. Mid-Am and 2018 PWX (Cronin)- Tammy Bennett is the chapter's representative on the Mid-Am and PWX 2018 conference committees. The Mid-Am conference will be held May-24-26, 2017. The proposed budget is \$6,000 and the keynote speakers will be Shelley Rowe and Scott Wolter. **Motion to hold a Friday breakfast that will be paid for by the chapter-Waters, Second-Seitz, Motion carried.** The 2018 PWX will be held in Kansas City. Booster levels will be from \$5,000-\$25,000 for the private side and \$2,500 to \$15,000 for the public side. The booster dollars cover the Get Aquatinted Party and other elements that the chapter is responsible for. The Kansas Chapter will be asked to help will volunteers for the conference. One change from the last national conference is that the chapters cannot make money.
- e. Future City Sponsorship (Cronin)- The chapter received a request to sponsor the future Cities competition again this year. In past years the chapter had sponsored at a Gold Level (\$500). This year's competition will be held at K-State on January 21. **Motion to sponsor at the same level as past years-Hermann, Second-Lynn, Motion carried.**
- f. Fall Meeting Update (Mellies)- Provided an update of the proposed location, speakers/topics, and cost. The fall conference will be held at the Hollywood Casino in Kansas City on October 11. The cost will be \$40 per person. **Motion to accept agenda and proposed cost-Bartlett, Second-Waters, Motion carried.**
- g. Leadership Manual (Cronin) Provided a final draft of the leadership manual to the board. The 2015 and 2016 awards and scholarship recipients' needs to be updated. The next step is to put a final draft online after cleaning up some formatting and discuss at the fall meeting. Then finalize it by the end of the year. Seitz had a correction on sheet 10 of deleting the second sentence of the second paragraph.

IV. Chapter Activities Reports

- a. President's Report (*David Cronin*)
 - Leadership training will be held on February 16 and 17 at the National Office in Kansas City. The Chapter would typically sponsor two attendants for each leadership training event. A list of possible attendees included Waters, Bergman, Braun, Mellies.
- b. Treasurer's Report (*Russ Tomevi absent*) No Report
- c. League / Legislative Affairs (John Braun) The league conference will be August 8-10 in Overland Park.
- d. Delegate's Report (*Kenzil Lynn*) The Council of Chapters meeting was held at PWX. The infrastructure finance committee has published a document that described the different financing method that are used in each area. (*Brenda Herrman*) The new committee system seems to be working better than the old system but the communication still needs to improve. The steering committee is looking at the possibility of consolidating the number committees if necessary. The new executive director has infused a lot of energy and excitement into the organization.
- e. Career Awareness (*John Fulkerson absent Cronin provided update*) Will contact the University of Kansas this month to setup the student meeting.
- f. Membership / Diversity Liaison (*Justin Erickson absent Cronin provided update*). Currently 254 members, 6 new member, and 6 delinquent. The current membership numbers were down by 4 from the fiscal year end.
- g. Scholarship / LTAP (*Ron Seitz*) The scholarship checks have been delivered the students (1-KSU, 2-KU). Since there is only one recipient at the KSU the chapter will advertise for the scholarship again for the spring semester. The scholarships were awarded to Reid Poff, Delaney Snyder from KU and Chad Olney from KSU. No update from LTAP. Ron is no longer in Local Projects at KDOT so he would be stepping down from the board but would like to still serve on scholarship committee.
- h. Newsletter (*Karla Waters*) The next newsletter is coming out in late September. It will include the president's message, a summary and photos from PWX, updates on Mid-Am, PWX 2018, the fall conference, and future cities competition. It will also include a LTAP update and summaries of the scholarship recipients that attended PWX. These items are due by September 23.
- i. Awards (*Brett Letkowski absent*) No report.

V. Action Items

- Executive Board: Discuss the Leadership Manual at the fall conference and complete the final draft by the end of the year.

VII. Adjournment

Motion for adjournment –Hermann, Second –Waters. Motion carried.

Next Meeting: October 11, Kansas City