

Minutes from the Indiana Water Monitoring Council Board of Directors meeting (1/14/2010)

Next scheduled meeting: March 11, 2010

Action Items:

- Send out message to General Membership soliciting InWMC supporters to submit additional draft logos (also remind those who have not already done so to register as members using the new InWMC Web site) (Shawn Naylor).
- Organize a Conference Planning Committee meeting and begin planning the upcoming InWMC business meeting in May and InWMC conference in the fall (Jody Arthur)
- Organize a Communications Committee meeting and see about developing a fact sheet that can be distributed at the Central Indiana Stormwater Workshop in February and IWRA conference in May (Scott Morlock)
- Arrange Research, Education, and Outreach Compilation Committee meeting (Ruben Goforth)

Attendees (11 total):

Scott Morlock, United States Geological Survey (USGS)
Jody Arthur, Indiana Department of Environmental Management (IDEM)
Shawn Naylor, Indiana Geological Survey (IGS)
Sara Peel, Indiana Lakes Management Society (ILMS)
Rachelle Baker, KCI Technologies
Siavash Beik, Christopher B. Burke Engineering, Ltd.
John Steinmetz, Indiana Geological Survey (IGS)

Via conference call

Stu Shipman, Indiana Department of Natural Resources (IDNR)
Ruben Goforth, Purdue University
Leighanne Hahn, Office of the Indiana State Chemist
Cindy Muffett, Clinton County Soil and Water Conservation District

Jody Arthur: calls the meeting to order at 10:13 am

Projects in Committee

Communications Committee

Scott Morlock discussed the recent email marketing blast that was sent to members of the Indiana Association for Floodplain and Stormwater Management (INAFSM) and the Indiana Water Resources Association (IWRA). Approximately 50 general members have now registered using the membership tracking tool on the InWMC Web site. Scott also noted that the Communications Committee will be meeting on February 4th to discuss other strategies that can be employed as part of the ongoing marketing campaign.

The Board discussed a handful of draft InWMC logos that have been submitted since the November Board meeting. The logos were critiqued based on uniqueness and function, but it was decided that more logos should be considered before having a final vote. Shawn Naylor agreed to send out a message to the current General Membership distribution list soliciting those with graphic design skills or graphic designers on-staff to submit additional draft logos.

Committee for Organizational Structure

Jody Arthur presented a report on the organization structure of the InWMC that summarizes the Council's options with regard to incorporation and filing for non-profit tax-exempt status. Jody mentioned that monies cannot be handled by the Council (e.g., collecting dues from members) without incorporating. After a brief discussion, it was suggested by several Board members that filing the articles of incorporation was an ideal scenario for the Council.

Motion made by Siavash Beik: “*I motion that the Council take the necessary steps to formally incorporate.*”

Motion seconded by Scott Morlock.

Vote: All in attendance voted in favor.

With regard to filing for federal non-profit tax status (501(c)(3)), Siavash Beik noted that INAFSM filed for 501(c)(3) shortly following the organizations creation and that tax-exempt status has been both beneficial and fairly easy to manage. Jody also noted some advantages associated with non-profit status that included facilitating grant applications, avoiding corporate income tax, and allowing donations to be made to the Council tax-free.

Motion made by Siavash Beik: “*I motion that we (the InWMC) file for 501(c)(3) status.*”

Motion seconded by Sara Peel.

Vote: All in attendance voted in favor.

The next topic from the organizational structure report that was discussed was whether or not to file for tax-exempt status in Indiana. The general consensus was that there would be few additional reporting requirements associated with state non-profit status and that this was also the best alternative for the Council.

Motion made by Siavash Beik: "I motion that we (the InWMC) file for non-profit tax-exempt status with the State of Indiana."

Motion seconded by Stu Shipman.

Vote: All in attendance voted in favor.

Coordination and Collaboration Committee

Scott Morlock announced that the committee has not yet convened, and that Bill Guertal (current committee chairperson) will be delegating the chairperson duties to another individual within the USGS.

Research, Education, and Outreach Committee

Ruben Goforth announced that the committee has not yet convened but plans to do so soon.

Technical Resources Compilation Committee

Jody Arthur noted that she has not contacted the committee members to see if any of them can replace Ernie Johnson as chairperson, but will do so before the next Board meeting.

Conference Planning Committee

Leighanne Hahn, who is currently serving as IWRA President, noted that a decision needs to be made soon if the InWMC plans to hold a meeting or short technical session during the IWRA annual meeting that will occur in May. It was discussed that the Council should host a stand-alone conference in order to establish itself as an independent organization. However, Stu Shipman expressed concern that the increasingly limited travel budgets for many organizations may limit participation at an independent conference. As a resolution, Scott Morlock suggested that a stand-alone conference be held at the Indiana Government Center next fall to establish a central Indiana location and allow relatively easy access for most Council members who work for the State. Siavash Beik also noted that an InWMC business meeting could still be held during the IWRA conference in April and several agreed that this approach would work out.

Motion made by Scott Morlock: "I move that the Council work with the IWRA to hold a business meeting in April and have a booth at the meeting to promote the Council."

Motion seconded by Siavash Beik.

Discussion: Leighanne Hahn noted that the IWRA Conference will be held at the Minnetrista Center on the Ball State University Campus on May 26th through the 28th. Jody Arthur set the probable time for the business meeting between 9:30 and 11:30 AM on Wednesday, May 26th.

Vote: All in attendance voted in favor.

***Motion made by Siavash Beik:** "I move that we establish a fall conference and plan on providing information for said conference at the IWRA meeting."*

Motion seconded by Sara Peel.

Vote: All in attendance voted in favor.

New Business

Jody Arthur gave a quick summary of the National Water Quality Monitoring Council (NWQMC) webinar held on Wednesday, November 18, 2009. The topic of the webinar was supposed to have been "starting and sustaining state councils" but the content did not cover this (an apparent miscommunication). Jody noted that it appears from a report published by U.S. EPA that many state councils face challenges regarding marketing and increasing membership.

Rachele Baker announced that the Central Indiana Stormwater Workshop will be held on February 11th and asked if the InWMC should plan on having a booth at the workshop. Jody noted that it may be difficult for the Communications Committee to organize a booth between their February 5th meeting date and February 11th, but that maybe a fact sheet could potentially be developed and distributed.

Wrap-up / Next Steps

Next scheduled meeting: March 11, 2010

Motion made by Stu Shipman to adjourn the meeting.

Motion seconded by Sara Peel.

Vote: All in attendance voted in favor.

Meeting adjourned at 11:20am