

Minutes from the Indiana Water Monitoring Council Board of Directors meeting (10/19/2010)

Next scheduled meeting: November 11, 2010 (**since this is a holiday, we plan to re-schedule**)

Action Items:

- Organize a Communications Committee meeting to discuss new and revised outreach materials for the InWMC (Jeff Frey)
- Send Shannon Zezula recommended guidelines for using the bucket/stop watch method of flow measurement (everyone).
- Send latest version of InWMC fact sheet to Scott Morlock for inclusion in Fall Symposium registration packet (Shawn Naylor).
- Send Scott Morlock registration statistics so he can print out an appropriate number of registration packets (Shawn Naylor).
- Contact General Members currently listed on the Research, Education, and Outreach Committee to see if any of them are interested in serving as chairperson (Jody Arthur).
- Provide Sara Christensen with a copy of the InWMC Field Day summary article for inclusion in the Indiana Association of Soil and Water Conservation District's newsletter (Jody Arthur).
- Send out message to InWMC Board in order to re-schedule the next Board meeting date (Shawn Naylor).
- Draft Articles of Dissolution and other articles needed/recommended for incorporation w/IN Secretary of State to review and discuss at next board meeting (Jody Arthur)

Attendees (8 total):

Jody Arthur, Indiana Department of Environmental Management (IDEM)

Shannon Zezula, Natural Resources Conservation Service (NRCS)

Sara Christensen, Indiana State Department of Agriculture (ISDA)

Shawn Naylor, Indiana Geological Survey (IGS)

Scott Morlock, U.S. Geological Survey (USGS)

Via conference call

Jill Hoffman, Upper White River Watershed Alliance

General members in attendance

Jeff Frey, USGS

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

Projects in committee

Conference Planning Committee

Jody Arthur noted that Lenore Tedesco agreed to moderate the panelist discussion and that the panel questions will soon be sent to panelists so they can prepare prior to the symposium. Jody also noted that Jane Hardisty had not yet confirmed who her proxy would be, but Jody was expecting that Shannon Zezula would be a likely representative for the NRCS.

Shawn Naylor agreed to update the InWMC fact sheet and send it to Jody Arthur and Scott Morlock for inclusion in the symposium registration packet in addition to providing registration numbers so an appropriate number of registration materials can be printed.

Communications Committee

Jeff Frey is planning a committee meeting in order to develop additional materials for an InWMC poster that can be used at outreach events to highlight details regarding the InWMC.

Coordination and Collaboration Committee

Shannon Zezula reported that the monitoring protocols meeting in support of the Mississippi River Basin Initiative (MRBI) on October 15th went well. The shapefile of MRBI target basins was sent to Jody Arthur for comparison with IDEM monitoring locations. Jeff Frey presented a map of Indiana with these basins plotted along with IDEM and USGS monitoring locations.

Scott Morlock noted that USGS personnel are currently looking into data quality considerations for the various chemical analysis options discussed during the MRBI meeting, and that information would soon be provided to Shannon.

Shawn Naylor noted that it would be beneficial to measure flow using the bucket/stop watch method at the same time samples are collected from tile locations. Shannon agreed to include flow measurement as a required/recommended parameter and requested that people send him guidelines for using the bucket/stop watch method of flow determination.

Organizational Structure Committee

Jody Arthur noted that *articles of dissolution* are required when filling-out forms to file for incorporation with the State (which are required in order to file for tax-exempt status). These should include details regarding what happens to funds remaining in the treasury should the Council dissolve. Additionally, Jody noted that, based on examples of *articles* filed by other organizations, there should be verbiage stating that the *articles* may change provided that tax-exempt status is not affected. Provided that the *articles* will be included as a section within the Council bylaws, we may need to arrange a General Membership vote in order to amend the bylaws.

Jill Hoffman noted that the state tax exemption status is important when doing conference planning and purchases because a lot of money is saved by not paying sales tax. The IRS Form 1023, required to file for 501 (c) (3) status, is only required if the receipts do not exceed \$5,000

per year. The filing fee is currently \$400, but this will change to \$200 once an online system becomes available (Cyber Assistant), which will most likely occur in 2011.

Research, Education, and Outreach Compilation Committee

Jody Arthur will draft an email to send to the other committee members to see if any of them would like to serve as the chair.

New Business

What's next for the Council:

- Jody Arthur will summarize the notes from the National Water Quality Monitoring Council (NWQMC) meeting that relates to potential future projects for InWMC.
- Jody also plans to include a question on the Conference Evaluation form that asks for feedback on future InWMC projects from the General Membership.
- It was also discussed that a new committee focused on data quality concerns seems like a pertinent new endeavor for the Council. Jody noted that Jeff Martin of the USGS is a likely candidate for chairperson of such a committee. A potential initial project for the committee might be to create guidelines for a tiered approach to data quality that could be included as a reference document on the InWMC Web site.

Jody noted that the NWQMC website has article highlighting the September 8th InWMC field day and that they plan to include it in their next printed newsletter. Sara Christensen mentioned that the Indiana Association of Soil and Water Conservation Districts might want to include the article in their newsletter and Jody agreed to send the article to Sara so she can pass it on.

Jody reminded others in attendance that Board voting is coming up in December since that marks the two years since our bylaws were first passed by the General Membership. Hence, we will need to discuss the logistics of arranging Board elections during the next meeting.

Wrap-up / Next Steps

Sara Peel noted that the next scheduled Board meeting (November 11th) falls on Veteran's Day, hence, it was agreed that an email would be sent out to the Board in order to re-schedule that meeting date.

Meeting adjourned at 11:20 am