

**Minutes from the Indiana Water Monitoring Council Interim Board of Directors meeting
(9/26/2008)**

Attendees (12 total):

Stu Shipman, Indiana Department of Natural Resources (IDNR)
Leighanne Hahn, Office of the Indiana State Chemist (OISC)
Jody Arthur, Indiana Department of Environmental Management (IDEM)
Cindy Muffet, Clinton County Soil and Water Conservation District
Bill Guertal, United States Geological Survey (USGS)
Laura Esman, Purdue University
Sara Peel, Indiana Lakes Management Society (ILMS)
Shawn Naylor, Indiana Geological Survey (IGS)
Siavash Beik, Christopher Burke Engineering, or Designee
Elizabeth Trybula, Indiana Association of Soil and Water Conservation Districts
Tammy Lawson, Indiana State Department of Agriculture (ISDA)
Shannon Zezula, National Resource Conservation Service (NRCS)

Bill Guertal: welcome and introductions

Bylaws Article V discussion:

Cindy Muffet: Should there be an entity representing state agriculture interests added to the list of permanent Board members in the bylaws.

Tammy Lawson: The ISDA would be willing to serve as a permanent member.

Sara Peel: Would a local Soil and Water Conservation District representative be a better fit having local knowledge of water monitoring associated with agricultural contaminants?

Siavash Beik: Would ISDA have more resources to provide a more permanent presence?

Bill Guertal: The initial hope for the water monitoring council was to have broad membership with members feeling free to remove their agency hats. The concept of permanent board members may limit this.

Cindy Muffet: Once again stresses the importance of have representatives that understand local agriculture issues.

Jody Arthur: Maybe it would help if we clarified the role of permanent members in the bylaws.

Stu Shipman: The idea behind permanent members is that you have permanent state involvement on the Board.

Bill Guertal: The goal with the Council is to have water monitoring expertise with regard to both water quality and water usage in Indiana.

Stu Shipman: If permanent board membership is going to be a huge hang-up for us then maybe we should scratch permanent membership altogether – the original goal was to promote continuity for the Council.

Elizabeth Trybula: We need to move on to other bylaw issues.

Stu Shipman: I will motion to withdraw my initial amendment to include permanent members. Second (Shawn Naylor) – majority in favor

Leighanne Hahn: The goal with term limits is to maintain continuity with longer than 1 year terms and also to stagger terms. The idea is to have both 2 and 3 year terms within Board member categories so that for example; all state agencies are not turned-over at once.

Bill Guertal: This is a good idea – I motion that we stagger 2 and 3 year terms within each category.

Second (Stu Shipman) – majority in favor

Siavash Beik: I recommend that we strike the “IGS” portion of the executive secretary paragraph so that the position can be moved to other organizations at a later date.

Elizabeth Trybula: When discussing the issue of whether or not a treasurer should be added, we need to first determine what finances will be handled by the Council.

Jody Arthur: Art Garceau has recommended terminology for the treasurer paragraph in the bylaws.

Elizabeth Trybula: First we need to answer the question of whether or not this Council will handle money.

Several: Yes

Leighanne Hahn: We need to make sure that it is clear that the Council will not compete with other agencies for funding.

Siavash Beik: Council funds will only be used for administrative purposes, meetings, and possibly conferences. Our main source of revenues will be member dues.

Jody Arthur: Art’s suggested bylaw wording is: the treasurer will maintain accounts as necessary to receive and transfer funds under the direction of the president.

Shawn Naylor: While we are discussing the treasurer position, if the IGS fills this position, then the Council will need to file for 501(c)(3) status.

Several: No, we don’t want to file a 501(c)(3) at this point.

Elizabeth Trybula: The next question is who elects the president and officers of the Board. Is it the general membership or the Board itself?

Bill Guertal: I recommend-motion that the Board selects the officers.
Second (Stu Shipman) – majority in favor

Sara Peel: The next issue is the term limit for the president.

Tammy Lawson: We need to determine if individuals or agencies will be voted-in as president.

Bill Guertal: Have we determined specific language regarding the Board officers – if not, we need to do this first before discussing term limits.

Stu Shipman: Based on previous experiences with organizations, pass-presidents don't do a lot of work and 2 year term limits are important because 1 year terms are too short to achieve anything.

Jody Arthur: I motion that we have 2 year term limits for the president, pass-president, and president-future.
Second (Bill Guertal) – majority in favor

Siavash Beik: I motion that the treasurer be included as a member of the executive committee.
Second (Stu Shipman) – majority in favor

Sara Peel: I motion that we include the executive secretary as a non-voting member of the executive committee.
Second (Bill Geurtal) – majority in favor

Bill Geurtal: Let's move on to Article VI and subcommittees.

Siavash Beik: I motion that we accept the current terminology regarding sub-committees.
Second (Stu Shipman), some opposed – open to discussion

Cindy Muffett: Shouldn't committees have more say in determining who is the chair of the committee – the current paragraph in the bylaws states that committee chairs will be appointed by the Board.

Jody Arthur: It seems like the Board will automatically take committee members views into consideration when assigning chairs.

Several: Voice agreement that existing procedures will work.

Bill Guertal: Let's move on to the issue of membership: general versus affiliate.

Stu Shipman: The affiliate (non-due paying) status is important because we need to keep younger people involved in the water resources community and allow them to fully participate in the Council without paying dues.

Bill Guertal: What other issues are still open with the bylaws?

Leighanne Hahn: We need to amend Article IV – Quorum – which now states that we need 20 votes from the Board to constitute a quorum – there are only 19 members on the Board.

Elizabeth Trybula: “Board of Directors” should be changed to “General Members” in that paragraph.

Siavash Beik: We now need to determine what a quorum is for the board under Article V.

Leighanne Hahn: A majority of the Board would be 10 members.

Stu Shipman: I motion that we add a paragraph under Article V that a Quorum for the Board of Directors is equal to 10 members.

Second (Bill Guertal) – majority in favor

Sara Peel: I motion that we add terminology that dues will be collected from General Members and the rate will be set by the Board of Directors as needed.

Second (Siavash Beik) – majority in favor

15 minute break

Laura Esman: Gives an overview of the December 3 Indiana Water Monitoring Conference

- Online registration should begin next week (week beginning September 29)
- The conference will be from 9-3pm
- A meeting room has been reserved until 5:30pm if we want to have a General Membership meeting
- The Council is currently listed as a co-sponsor on the Conference website

Jody Arthur: Are we ready to commit to having this be a General Membership meeting where we try to pass the bylaws?

Bill Guertal / Elizabeth Trybula: Yes, we should plan on distributing the Bylaws and allowing a comment period leading up to December 3.

Cindy Muffett: Are we ready to collect dues at the meeting?

Bill Guertal / Jody Arthur: No

Bill Guertal: Was there another topic that you wanted to discuss Laura?

Laura Esman: Yes, the goal of an expert panel assembled by IDEM and Purdue is to get experts together to narrow-down a list of parameters/indicators that are most important for 319 watershed groups to use to guide monitoring efforts. The first meeting is October 8 and we are interested in having the Council sponsor these activities.

Bill Guertal: There are 2 issues that I see right now. First, the Council will not be official until we get the Bylaws passed on December 3. Second, it seems like the Council's role would be more along the lines of creating a committee to carry-out suggestions made by the Panel (a similar example is the Governor's Water Shortage Task Force which the Council may someday have a committee for)

Elizabeth Trybula: Maybe we could wait to see the results of the Panel and then consider endorsement.

Bill Guertal: What are the committees that we want to have in place going into the December 3 meeting? We will want to develop some priorities for the committees to get started on.

Jody Arthur: This is a good point since the first part of the December 3 meeting will involve Bylaw voting and the second portion will address committee details.

Siavash Beik: We should go into the December 3 meeting with our 3 standing committees.

Bill Guertal: It seems like the rolodex committee should be rolled-under communications.

Elizabeth Trybula: Standing committees may not be the best way to go.

Jody Arthur: The issue is – do we need to formalize ad-hoc committees through the General Membership?

Sara Peel: No, the Board determines what committees are created and dissolved.

Cindy Muffett: Are ready to go to the December General Membership meeting without another Board meeting?

Bill Guertal: We should have another meeting, possibly a teleconference, in November so we can work-out the final details.

Siavash Beik: I move that we establish 2 ad-hoc committees: communications and data clearinghouse.

Second (Shawn Naylor) – majority in favor

Elizabeth Trybula: Is it time to send an update memo with the Bylaws to the General Membership.

Bill Guertal: Yes, that should be done soon.

meeting adjourned

