



**WISCONSIN ASSOCIATION FOR FLOODPLAIN,
STORMWATER AND COASTAL MANAGEMENT**

**BOARD MEETING
THURSDAY, FEBRUARY 3, 2011**

MINUTES

Attendees: Minal Hahm-M Squared Engineering, LLC
Dan Cook-**Phoned In**
Roxanne Gray-Wisconsin Emergency Management-**Phoned In**
Laura Kletti-SEWRPC
Ryan Kloth-GRAEF
Cindi DeBruine-R.A. Smith National, Inc.-**Phoned In**
Carrie Bristol-Groll-Stormwater Solutions Engineering, LLC
Jonathan Lefers-Montgomery Associates-**Phoned In**
Tom Sear-SEH-**Phoned In**
Laura Gerold-Tetra Tech-**Phoned In**
Dave Fowler-MMSD-**Phoned In**

✚ WAFSCM bylaws (revisions and approval)

- 1 set of the bylaws was supposed to be signed and sealed by a Notary; this never took place.
- The current bylaws are on the WAFSCM website, Minal mentioned they should also be put in Google Docs.
- It was suggested that the bylaws be amended to show the extension of the treasurer's term. Once this is completed, we need to get the bylaws approved and notarized. Cindi will look into this or we'll have a lawyer do it.
- We will all review the bylaws to see if there are any other changes that need to be made.

✚ Workshop (Washington DC-3/2011)-Assessment and Valuation of Floodplain Natural Functions and Nonstructural Flood Loss Reduction Workshop

- This is a workshop with State Wetland Managers and groups like the Sierra Club and the National Wildlife Federation.
- Dave Fowler asked if WAFSCM would consider sponsoring-perhaps \$1,500.
- This workshop may be delayed until the summer; Dave Fowler should know within a month.
- Any questions regarding the workshop should be directed to Dave Fowler.
- \$25,000 of funding has been made available for the conference.

✚ Liability Insurance

- Based on recent ASFPM Conference Calls-there was a survey of 29 state chapters in regards to which state chapters are covered by liability insurance. 23 of the 29 chapters surveyed have responded, 1/3 of the 23 chapters have coverage.
- Carrie looked into policy costs for both General Liability and Director's/Officer's(Personal Liability) policies; both provide \$1,000,000.00 in coverage:
 - General Liability-\$250/Year
 - Personal Liability-\$1,500/Year
- The questions arose whether ASCE/APWA have liability insurance, Tom Sear will follow up on this.
- The supply of alcohol at conferences would be covered under General Liability Insurance; this question was brought up during the latest ASFPM Conference Call.
- One item to think about is what are the potential liabilities that could occur at this year's WAFSCM Conference.
- Carrie initiated a motion for WAFSCM to purchase General Liability Insurance-this motion was passed.
- As part of our agenda for the next Board Meeting in May, we will discuss in further detail, the benefits of purchasing Personal Liability Insurance.

✚ Credit Card-Tax Discussion

- Any bills to be paid for by a credit card that is obtained by WAFSCM will go directly to Carrie as our Treasurer to be paid.
- Carrie has started the application process for a U.S. Bank Credit Card; this card would have to have a member's name on it.
- We currently haven't hired an accountant to assist us with our taxes.
- For tax related information, we are currently getting free advice from an accountant Carrie knows.
- Carrie indicated that we have received a Certificate of Sales Tax Exemption from the state; this is for goods and services; this means that we don't have to pay a state sales tax.

✚ Regional Conference Update

- Quad States Conference-Dave Fowler will be heading-up.
- There hasn't been strong support as of yet from Iowa; Illinois has shown strong support.
- Is Dubuque a good option to hold the conference? How much hotel space is available?
- Another option for this conference could be Wisconsin Dells.
- Potential dates for this conference are late 2012, early 2013 (Feb-May); this is still up in the air.
- Our 10-year conference is 2012-there was discussions about making this a one-day conference due to the fact that this date may be close to the date of the Regional Conference.

✚ Annual Conference Update

- Laura indicated that we have the contract with Country Springs Resort.
- Laura will be checking on potential liability issues.
- On Tuesday, 2-15-11, a conference call has been scheduled to talk about the Annual Conference.

✚ Scholarship Discussion-National Conference (5/15-5/20)-Louisville Kentucky

- The number of scholarships to be awarded is undecided. Depends on how many applications are received, etc. The scholarships pay for conference registration and 4 nights lodging.
- Two people were sent to the national conference last year, Tom Grisa from Brookfield and Doug Kerns from La Crosse. The scholarships were a lesser amount so that we could send 2 people.
- An e-mail in regards to available scholarships will be sent to the membership with the applications due 4/1/2011.
- Individuals attending the national conference are responsible for their own reservations; reimbursement is available through Carrie.
- Carrie asked if we thought that one board member should go to the conference every year. Roxanne and Dave thought that was a good idea.
- A motion was passed to send one member of the executive board to the national conference.

✚ Spring 2011-CFM Exam

- Cindi mentioned that R.A. Smith could host the CFM exam in the spring in one of their conference rooms.
- Dan Cook will be looking at his schedule and give Cindi some potential dates for the exam.

✚ Miscellaneous

- We have received responses in regards to the 2010 conference; Carrie Bristoll-Groll will send these out to everyone.

Meeting adjourned.