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# NH PUBLIC WORKS ASSOCIATION

## Board of Directors Meeting June 24, 2016 – 9:00 am NHDOT – Room 112/113, Concord, NH

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### PRESENT:

#### Board Members & Officers:

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|--------------------------------------|---------------------------------|
| 1. Bruce Temple, President           | 4. Carl Quiram, Member at Large |
| 2. Scott Kinmond, President Elect    | 5. Amy Begnoche, NH LTAP        |
| 3. Lisa Fauteux, Secretary/Treasurer | 6. John Vancor, ACEC            |

- **Call to Order:** Meeting called to order at 9:12 pm by President Temple.
- **Quorum:** 6 Board members present, quorum was established.
- **Secretary Report:** *Motion* by Kinmond, seconded by Fauteux, to accept the April 22, 2016 minutes. All were in favor and the Motion passed.
- **Financial Report:**
  - The *Balance Sheet* as of May 31, 2016 as reported by Cornerstone is \$36,412.65. The Financial Report is accepted subject to audit.
  - Kinmond provided a draft copy of an Annual Budget for 2016-2017. He projected that expenses would be \$23,460.00, but income would only be \$18,500.00, with an expected shortfall of \$4,960.00.
  - Begnoche reported that payments for the NHPWA events are collected as follows:
    - Technical Meeting – all collected
    - Annual Meeting – one payment outstanding
    - Golf Tournament – one payment outstanding
    - Harbor Cruise – two payments outstandingAll people have been invoiced and are expected to pay the amounts due.
  - There was a discussion regarding the reports provided by Cornerstone, and it was decided:
    - Fauteux and Kinmond would do Reports for each Event listing what was brought in and whether it was under budget. Begnoche will provide numbers to them for this purpose for the Events this year.
    - Fauteux will talk with Cornerstone about providing different types of monthly reports.

- A lengthy discussion was held regarding the ongoing issues with Cornerstone – membership lists, problems with registrations, some issues with accounting, emails received from them regarding what they are doing vs. not doing, etc.
  - It was discussed that Temple and Fauteux will be in touch with them and possibly set up a meeting.
  - Fauteux suggested that we move to another company. She stated that she would do some legwork regarding other options, including NHMA and others.
  - Kinmond is having discussions with Walter at Cornerstone regarding what we've asked them to do, what our expectations are, and what we do not want them doing at this time.
- **Board Members**
  - Keith Dubois has never attended a meeting; therefore, Fauteux stated that she would reach out to him.
- **Membership**
  - After discussion regarding increasing costs and shortfalls in the budget, it was decided that the Board would continue to discuss raising the annual dues paid by members. It is the intention that the details be finalized for this so that the membership can vote on it at the next Annual Meeting to go into effect for July 1, 2017.
  - It was pointed out that the wording regarding a Group Membership is confusing. Therefore, it was decided:
    - **Motion** by Kinmond, seconded by Temple, to clarify and change the intent of the Group Membership to include **five (5)** members only. If the Company / Department wishes to purchase additional memberships past the five in a Group Membership, they can purchase Individual Memberships or additional Group Memberships. All were in favor and the Motion passed.
- **Newsletter: *Deadline for Articles is September 15, 2016***
  - It is intended for the Fall Newsletter to be sent out in mid-October.
  - The following articles were discussed:
    - President's Message (*Temple*)
    - Broad Street Parkway (*Vancor*)
    - LED's (*Fauteux to get someone to write this*)
    - Consultants (*Vancor*)
    - Talk to Jennifer Perry about writing about the APWA Snow & Ice Conference
- **Golf Tournament:** Quiram reported that there were \$432.00 in expenses for the Tournament, with \$548.00 being donated to the PW Memorial Fund. (This is assuming all outstanding registrations are paid.)
- **Dinner Cruise:** Quiram reported that after all expenses, the Harbor Cruise brought in \$2,040.00 to be donated to the PW Memorial Fund. (This is assuming all outstanding registrations are paid.)

- **Committee Reports:**
  - Nominations: Trottier will bring his nominations to the Annual Meeting.
- **Plow Rally:** Kinmond stated that he and Schoenenberger are working on the Plow Rally and she will make a full report in July.
- **Other Business**
  - Due to schedule conflicts, the August meeting has been changed to August 19. Begnoche will check with Mayville to see if the conference room is available.
  - There was a discussion regarding the Memorial Fund. It is believed that NHPWA has a seat on the Committee. Begnoche will check with the Committee and let the Board know the details.
- **Adjournment: *Motion*** by Quiram, seconded by Fauteux, to adjourn the Meeting at 10:38. All were in favor and the Motion passed.

Respectfully submitted,

Amy Begnoche  
NH LTAP Representative