



**April 8, 2011 – 9:00am – LGC, Concord**

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**PRESENT:**

**Board Members & Officers:**

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|---|-------------------------------------|
| 1. Jennifer Perry - Vice President          | 5. Brian Vincent - Contractor Rep.  |
| 2. David Lent - Past President              | 6. Rob Prud'homme – Consultant Rep. |
| 3. Kathryn Myers - Education Rep.           | 7. Bruce Temple – Member-at-large   |
| 4. Catherine Schoenenberger – Supplier Rep. |                                     |

**Guests:** David Frydman, LGC general counsel and Merelise O'Connor, LGC Member services.

- **Call to Order**
  - Meeting called to order at 9:03am by Vice President Perry in Blomquist's absence.
- **Quorum**
  - 7 out of 13 voting members were present, quorum was established.
- **LGC Update on IRS Compliance**
  - David and Merelise joined us to inform us that the LGC is doing an IRS compliance review and is requiring all affiliate groups to gather paperwork and report back to LGC by April 30. A thorough review of our group's by-laws will be conducted. Perry to follow-up with the request and scan the letter, with the items the LGC is requiring, to the board.
- **Secretary Report**
  - No official report due to Bolduc's absence.
  - Schoenenberger motioned to accept the March minutes as corrected. Temple seconded. All were in favor (7/7). Myers to post on web & alert the Board.
- **Membership Report**
  - Tabled due to Blomquist's absence.
- **Treasurer's Report**
  - No Treasurer's report was presented due to Bolduc's absence.

- Perry did ask the LGC to provide her with a financial report and she will forward it to the Board when she receives a copy back.
  - Perry informed the Board that we will need to conduct an annual audit before the Annual Meeting. Perry, Schoenenberger, and Myers volunteered to help. Perry to schedule a meeting with LGC (and invite Bolduc).
- **Committees**
    - **Newsletter Committee**
      - Myers to make edits as discussed by the Board and send out today to membership and post on website. Temple to write an article for next newsletter on legislative issues affecting public works.
    - **Education Committee**
      - **Annual Meeting**
        - Myers/Perry to coordinate changes to flyer with LGC. Flyer scheduled to be sent out to membership and pw.net early next week.
        - Blomquist & Perry to approach members for sponsorship for \$200 room rental (sponsors and speakers may display material on tables at the event).
        - Blomquist/Perry to secure guest speaker (Governor Lynch, DES Commissioner Burack, or Manchester's Mayor Ted Gatsas) and send the announcement of the keynote at a later date since the flyer will have already been released. Keynote will be asked to address legislative issues that may affect public works.
        - Board seat changes for Annual Meeting: Lent will stay on as Past President, Schoenenberger will stay on as the Supplier rep., Perry will advance to President, Blomquist will serve as APWA rep., Temple will step up into the Treasurer/Secretary seat so that will open another at-large seat, Jim Terrell will step off so that will open up an at-large seat, vice president seat is open. Perry will follow-up with interested parties.
        - Jen to send a reminder email closer to the registration deadline. Myers to bring the notepads, banner, and speaker gifts to the mtg. Perry to coordinate final food counts with the country club.
    - **NH Snow Plow Rally Committee**
      - Schoenenberger took care of check for fair grounds for check deposit. Schoenenberger will take coordinate the food with LGC. A meeting will follow with Schoenenberger, Quiram and crew, and Butch Leel from T2.
    - **Construction Career Days**
      - Schoenenberger provided a reminder of the "Kickoff" on Tuesday, April 12 at Fratello's Restaurant in Manchester. Myers to invite Butch Leel. Carol Murray former NHDOT commissioner will attend and

Speak at meeting. School rep. From a high school that attended will speak on their experience. All high schools I'll be invited instead of just the career centers.

- **Scholarship Committee:**
  - Tabled due to Larochelle's absence.
- **APWA update**
  - Schoenenberger and Perry attended an APWA awards luncheon. Schoenenberger advised everyone to read the APWA reporter to stay current on happenings.
- **Public Works Summit Committee:**
  - Lent attended the last meeting. Only 4 people attended. There is another meeting scheduled for Wednesday, April 13.
- **Future Meeting Dates**
  - May 5 at Derryfield Country Club in Manchester NH.
  - June 10, 2011 at LGC.
  - Myers to cancel the July 8 date with LGC as we'll meet somewhere else. New proposed date for July is July 14 and location is TBA.
  - August 12, 2011 at LGC.
  - September 9, 2011 at LGC.
  - October 14, 2011 at LGC.
  - Myers to cancel the November 11 date with LGC since we'll meet at the LGC conference.
  - December 9, 2011 at LGC.
- **Adjourn**
  - Temple motioned to adjourn. Lent seconded. All were in favor (7/7). The BOD adjourned at 11:07am.

Respectfully submitted,  
Kathryn Myers, NHPWA Education Representative  
April 8, 2011