



AIR & WASTE MANAGEMENT
ASSOCIATION

Pacific Northwest
International Section

BOARD OF DIRECTORS' AND OFFICER'S MEETING

Minutes of October 16th, 2007 Meeting PNWIS Board Meeting & October 17th, 2007 Annual General Meeting

The *third quarterly meeting* of the 2007/2008 Officers and Board of Directors of the Pacific Northwest International Section (PNWIS) of the Air and Waste Management Association (A&WMA) was held on October 16th, 2007 at the DoubleTree Riverside Hotel in Boise, Idaho. Our meeting convened at 4:30, MST.

October 16th, 2007 Board Meeting

Present (board positions, chapter affiliation):

Dan Mahar (President, Puget Sound), Bob Humphries (President-Elect, BC/Yukon) Laurel Peterson (Secretary, Oregon), Steve Van Slyke (Treasurer-Elect, PNWIS 2009 Conference Chair, Puget Sound), Denise Newbould (past-President, Alaska), Kathi Futornick (Director, Oregon Chapter Chair), Warren McCormick (Director, Vancouver Island), Tony Ward (Director, Montana Chapter), Kevin Schilling (Director, Idaho Chapter Chair), Tony van der Voorden (A&WMA President), Jim Pfeiffer (A&WMA Vice President, Alaska), Stacey Glenewinkel (Huxley Student Chapter Co-Chair), Scott Shunway (Huxley Student Chapter Co-Chair), Kumar Ganesan (Montana Chapter Chair), Al Trbovich (Technical Committee Chair, PNWIS 2008 Conference Chair, Alaska), Kim Marcus (Inland NW Acting Chapter Chair, Oregon), Steve Rybolt (Student Programs Chair, Puget Sound), Zach Klotovich (PNWIS 2007 Conference Chair, Idaho), Angela Hansen (ACE 2008 General Conference Chair, Puget Sound), Jay Willenberg (A&WMA S&C Representative, Puget Sound), Melissa McAfee (Awards Committee Chair, Puget Sound), Toby Allen (Puget Sound)

Introduction:

Dan Mahar welcomed everyone to the meeting. We reviewed the agenda, and proceeded with Warren McCormick/Bob Humphries first/second; all in favor, none opposed, no further discussion.

PNWIS 2007 Conference Report:

Zach reported on the status of the PNWIS 2007 Conference. Registration is currently at approximately 170 individuals. Revenue is estimated at \$11,000. The gala banquet is Thursday, 6:00pm to 11:00pm. Transportation will run continuously during this time from the hotel to the Powerhouse Event Center. Everyone will get one drink ticket for the banquet. Zach was questioning if PNWIS was tax exempt for the gala.

No stuffing is necessary for registration materials after tonight's Board dinner. Registration materials will be available at the registration booth. URS is printing all of the conference programs.

Conference flash drives were ordered (100 total) and will be available for speakers and students at the registration desk. Flyers for PNWIS 2008 will also be at the registration desk.

There are 18 full exhibitors and three non profit exhibitors, Institute of Professional Environmental Practice (IPEP), ACE 2008, and PNWIS. Sponsorship is estimated at \$8,000.

Dan wanted to know if this hotel could handle the number of participants. Zach said the hotel could handle over 200 people. For the plenary session, the Governor of Idaho is confirmed, followed by carbon sequestration, then the first set of session, followed by the exhibitor's receptions.

The Fun Run will be on the green belt. The green belt is located on the back of the hotel and it is a paved path that parallels the river for 20 miles. For Thursday morning there are technical sessions and the president's luncheon, more tech sessions and then the banquet. On Friday, there will be more sessions, the EC presentations and the Award's Luncheon.

Dan wanted to know about how online registration worked this year. Warren said the main problem was when people registered and used PayPal, you have to click 'back to merchant' in order for the system register and make payment. Registration fees are more expensive for walk-ins.

Tony van der Vooren was curious what PayPal was charging to use them for registration. Zach is estimating about \$1,800 in fees to PayPal.

Zach also commented on what a great help the PNWIS Conference Guide was for planning the conference.

EC 2007:

Steve Rybolt reported on the Environmental Challenge for 2007. Steve thanked Zach for all of his help. There are approximately 45 students registered for the conference and the EC will have seven teams competing this year. Role players include Tony van der Vooren (Regulator), Kim Marcus (Owner), Brad Waldron (Farmer), Dan Mahar (Neighbor) and Lynette Haller (Neighbor).

Student Programs:

The first ever student sessions will be held at the PNWIS Conference. The sessions will consist of Career Panel, Value of Professional Certification, What Employer's Want, and Speed Networking.

Nomination Committee, 2008 Officer Slate:

Denise reported on the status of the nominations for the 2008.

President-Elect – Kathi Futornick, URS Corp.

Secretary – Laurel Peterson, Hoefler Consulting Group

Treasurer-Elect – Mary Beth Yansura, CH2M HILL

Director, Position #3 – Russ Simonson, Port of Seattle

Director, Position #4 – Hank Nelson, Avista Corp.

ACE 2008:

Angela reported on the status of planning for ACE 2008. Everything is coming along well, but they are still looking for more help and volunteers. Items of note are listed below.

Silent Auction – Looking for items to be auctioned off.

Monitors – Terry Nyman is chairing the Monitors and is starting to look for individuals who are interested in monitoring.

Technical – Submit an abstract for a paper. Keynote speaker will be talking on the sustainability of the transportation industry. The critical review for the conference will be on climate change. Looking at bringing a Northwest feel to the conference, by offering panel sessions that focus on issues in the Northwest.

Sponsorship – Sponsorship goal is 300K for the conference. Currently, we have raised 115K. Sponsorship opportunities start at \$700 and go up from there. Toyota is the general conference sponsor.

Publicity – Angie will be plugging the conference during Thursday's President Luncheon.

Outreach – Looking for individuals to volunteer to be on Outreach Committee.

Blue Sky III:

Blue Sky is the planning process that PNWIS holds roughly ever five years. BSIII focused on students (Steve Rybolt), inactive chapter support (past-President), membership value (President-elect).

Other Business:

Angie Hansen and Toby Allen will help Roylene Cunningham judge the student papers.

Steve R. brought up a change in membership on the Association level. Membership was just changed to allow students and affiliates members to be able to hold office and vote. It was discussed if PNWIS should look making a similar change for PNWIS. Steve will look into the bylaws and prepare a suggested change for the January 2008 meeting. It was also noted that all of PNWIS would need to approve the change in the bylaws at the next election (February 2008).

Action Item: Steve Rybolt will draft a change in the by laws regarding student membership voting rights by the January 2008 Board Meeting.

The Board adjourned for dinner at 6:20pm.

October 17th, 2007 Annual General Meeting

Present (board positions, chapter affiliation):

Dan Mahar (President, Puget Sound), Bob Humphries (President-Elect, BC/Yukon) Laurel Peterson (Secretary, Oregon), Steve Van Slyke (Treasurer-Elect, PNWIS 2009 Conference Chair, Puget Sound), Denise Newbould (past-President, Alaska), Kathi Futornick (Director, Oregon Chapter Chair), Warren McCormick (Director, Vancouver Island), Tony Ward (Director, Montana Chapter), Kevin Schilling (Director, Idaho Chapter Chair), Tony van der Voorden (A&WMA President), Jim Pfeiffer (A&WMA Vice President, Alaska), Stacey Glenewinkel (Huxley Student Chapter Co-Chair), Scott Shunway (Huxley Student Chapter Co-Chair), Kumar Ganesan (Montana Chapter Chair), Al Trbovich (Technical Committee Chair, PNWIS 2008 Conference Chair, Alaska), Kim Marcus (Inland NW Acting Chapter Chair, Oregon), Steve Rybolt (Student Programs Chair, Puget Sound), Zach Klotovich (PNWIS 2007 Conference Chair, Idaho), Angela Hansen (ACE 2008 General Conference Chair, Puget Sound), Jay Willenberg (A&WMA S&C Representative, Puget Sound), Melissa McAfee (Awards Committee Chair, Puget Sound), Toby Allen (Puget Sound)

Introduction:

Dan Mahar welcomed everyone to the meeting. We reviewed the agenda; all in favor, none opposed, no further discussion.

Approval of Minutes:

The minutes from the PNWIS Second Quarterly Board Meeting conducted on August 10th, 2007 in Boise, ID were accepted; all in favor, none opposed, no further discussion.

Treasurer's Report:

Steve Van Slyke reported on the status of the accounts, which include the following as of June 2007, 57K in checking (Wachovia), 3K in Wells Fargo, and 105K in the EC fund. Currently, the EC fund is invested in three (3) blocks of 25K, which are at 5% interest and pay off weekly. The last money that came into the fund will go into another 25K bond. The EC prize money for 2007 will be 2K from the PNWIS general account and 2K from the EC fund.

PNWIS Budget				Activity For Period		
				(5/1/07 - 10/15/07)		
2007-2008				Specific	Category	Variance
Income						
Dues			\$ 2,500	\$ 3,406		\$ (906)
Previous Year Annual Meeting			\$ 18,800	\$ 20,587		\$ (1,787)
Specialty Conferences (Spring, Fall, Other)			\$ 5,000	\$ -		\$ 5,000
Dividend Income			\$ 2,000	\$ 1,056		\$ 944
	Total		\$ 28,300	\$ 25,049		\$ 3,251
Expenses						
K-12 Program/Outreach						
	Alaska ERG's	\$ 1,000		\$ -		
	SW Clean Air ERG/Trng	\$ 665		\$ -		
	Passion for Action	\$ 400		\$ -		
	Admin	\$ 100		\$ -		
	Subtotal		\$ 2,165		\$ -	
Student Papers			\$ 525		\$ -	
Environmental Challenge Prizes* Balance to come from EC Fund			\$ 2,000		\$ -	
Student Program Committee						
	EC Promotion	\$ 250				
	EC Brochures	\$ 500				
	PNWIS EC Promotion gifts	\$ 600				
	Student Chapter Initiative	\$ 2,000				
	Administrative	\$ 250				
	Subtotal		\$ 3,600		\$ 904	
	Subtotal		\$ 8,290		\$ 904	\$ 7,386
Awards			\$ 1,500		\$ 1,005	\$ 495
Meetings						
	Turnover	\$ 6,000		\$ 2,631		
	Other	\$ 2,000		\$ 567		
	Subtotal		\$ 8,000		\$ 3,198	\$ 4,802
Computer/Web						
	Site	\$ 400		\$ -		
	E-Mail Svc	\$ 400		\$ 150		
	Web Based Credit Card Processing Dev	\$ 1,260		\$ -		
	Subtotal		\$ 2,060		\$ 150	\$ 1,910
Travel						
	AWMA IOT	\$ 1,000		\$ -		
	S&C	\$ 1,000		\$ -		
	Chapter Support Work	\$ -		\$ -		
	President	\$ -		\$ -		
	Subtotal		\$ 2,000		\$ -	\$ 2,000
Taxes/Administration						
	D&O Insurance	\$ 175		\$ 175		
	Bank Charges	\$ 450		\$ 219.00		
	Tax Return Prep	\$ 600		\$ -		
	Group Tax Filing & Inc	\$ 1,500		\$ -		
	Filing Fees/Misc	\$ 500		\$ 80.00		
	Subtotal		\$ 3,225		\$ 474	\$ 2,751
Misc Discretionary Allocation						
	Miscellaneous	\$ 500		\$ -		
	PNWIS Past Prez to ACE 2007 Support	\$ 2,250		\$ -		
	IUAPPA Support	\$ 2,000		\$ -		
	President Support ACE 07-08 Coord	\$ 600				
	Subtotal		\$ 5,350		\$ -	\$ 5,350
Special Board Actions						
	Total Special Actions	\$ -	\$ -			
	Original Budget		\$ 30,425			
	Total		\$ 30,425		\$ 6,635	\$ 24,694

ACE 2008 – ECI Sponsorship:

Steve Rybolt asked if PNWIS and the Chapters would be inclined to sponsor the Environmental Challenge International (ECi) at A&WMA's ACE which PNWIS is hosting in 2008. The total amount sponsored would be \$15,000, a platinum sponsorship. If each Chapter and the Section agreed to sponsor, each would be give one (1) free registration to ACE (approximately a \$700 value). There was discussion as to the amount PNWIS would be willing to donate and what the Section could afford to donate. The motion was approved that PNWIS donate \$2,000 and up to \$3,000 to sponsor the ECi, with the exact amount to be determined by donations amounts from the Chapters.

A&WMA Update:

Tony van der Vooren, A&WMA President, reported on A&WMA and the results of the extensive membership survey (approximately 1,000 individuals participated) recently conducted. The membership survey results were broken into four categories; active and loyal, active and new, loyal members that have lapsed in membership, and recent members that have not renewed their membership. Tony highlighted the following survey results;

- Most members come to A&WMA for technical information, stressing the 'neutral forum'.
- While most memberships are paid or by employers, a surprising 30% pay for their own membership.
- Most lapsed members say they left as a result of career shifts. More than 80% of the lapsed members indicated they would return to A&WMA should their jobs revert to an environmental focus.
- The survey results show that our current product and service mix is meeting membership needs and there this no specific new service of product that members want from the Association.
- When asked what other associations and organizations they are involved with, the number one answer among recent lapsed members is that they are not involved with any association.
- More than 60% of those surveyed indicated climate change is the biggest single issue of concern.

Blue Sky III:

Dan Mahar reviewed the three goals for the section that were identified in Blue Sky III; inactive chapters, membership, and student programs. Dan stressed the main focus of 2008 for PNWIS is A&WMA's ACE, which will be held in Portland, does not allow for Blue Sky III to currently be the highest priority.

PNWIS 2008 Conference Update:

Al Trbovich reported on the status of the PNWIS 2008 Conference. The conference will be held September 24-26, 2008 at the Sheraton in downtown Anchorage, Alaska with a professional develop course offered on September 23.

PNWIS 2009 Conference Status:

Steve Van Slyke reported on the status of the PNWIS 2009 Conference. Tentatively, the conference is scheduled for November 2009 and will be in the Puget Sound area, but not necessarily in Seattle or Tacoma.

Spring Specialty Conference:

Al Trbovich reported on two PNWIS Specialty Conferences are planned for the spring of 2008. The Puget Sound Chapter is organizing a 2-day Stack Testing conference. Greg Lipnickey of TRC is taking the lead in preparing the technical agenda. He will be looking for participation and support from other source testing firms. The Puget Sound Chapter will manage the conference logistics.

The Alaska Chapter is organizing a 2-day storm water control conference. Day One will be an overview of regulations and enforcement policy. Day Two will be practical applications, with (perhaps) some field demonstrations (e.g., how to install hay bales/fencing). The general thought is to allow individuals to register for just one or both days of the conference.

Committee & Chapter Report Template:

Laurel reported on the new report templates (three items; past activities, future activities, and highlights/challenges for each Chapter/Committee in place of a report). The new approach did not increase the amount of reports received.

Committee & Chapter Reports:

Alaska – N.A.

B.C./Yukon – N.A.

Huxley (WWU) – Attached

Idaho – Hosting PNWIS 2007 Conference

Montana – Attached

Montana Tech – Attached

Oregon – After our summer break, we were to resume the fall tech lunches with a specialty conference, "Savvy Sampling", at the end of September. We delayed the specialty conference due to lack of interest and may revisit in the spring. We will continue with our monthly tech lunches at the World Trade Center. Our Board meets 4 times per year and with the new members there is renewed interest. Several of the Board members have volunteered to help with ACE 2008 and those efforts are a priority. We'll have our social event as well as our State of the State presentation at the end of the year and in January.

Puget Sound – Attached

Vancouver Island – N.A.
University of Montana – Attached
U of Washington – N.A.
Awards – Attached
Ed/Outreach – N.A.
Membership – N.A.
Newsletter – N.A.
Student Programs – Attached
Webmaster – Attached

2008 Board Meeting Schedule:

The 2008 Board Meeting schedule is as follows:

January 18th, 2008 – Portland, Oregon

May 2nd & 3rd, 2008 (tentative dates) – Location TBA by Dan Mahar

September 23rd & 24th, 2008 – Anchorage, Alaska

Other Business:

[Agenda Item: Revision of PNWIS Bylaws – January 2008 Meeting.](#)

The meeting adjourned at 11:30 MST.

Attachments:

Action Items
Agenda Items
Event Calendar
Chapter Report Compilation
Awards Committee Report
Webmaster Committee Report
Student Program Committee Report

Action Items

What	Who	Due	Complete
Action Item: Steve will draft a change in the bylaws to include student membership voting rights.	Steve Rybolt	January 2008 Meeting	
Action Item: Zach will assist in finding someone from the Idaho Chapter to help with ACE 2008 publicity.	Zach Klotovich	October 2007 Meeting	
Action Item: Al will assist in finding someone from the Alaska Chapter to help with ACE 2008 publicity.	Al Trbovich	October 2007 Meeting	
Action Item: Dan will contact Bob regarding membership committee.	Dan Mahar	October 2007 Meeting	
Action Item: Steve will talk with Claude regarding the website and if Claude can recruit someone who can help re-design the website.	Steve Van Slyke	October 2007 Meeting	
Action Item: Steve will help with finding a person for Claude to help with the website as well.	Steve Rybolt	October 2007 Meeting	
Action Item: Each present Board Member will ask two (2) young professionals to help/join A&WMA at the Chapter/Section level.	All	May 2008 Meeting	
Action Item: Denise and Al will review the ACE 2008 potential sponsorship list with Jim and identify any conflicts with the PNWIS 2008 Conference.	Denise Newbould Al Trbovich Jim Pfeiffer	October 2007 Meeting	
Action Item: Dan will work with Steve for getting Chapter liaisons on the Student Program Committee.	Dan Mahar Steve Rybolt	October 2007 Meeting	
Action Item: Dan will see if someone from the Puget Sound Chapter is interesting in Co-Chairing the Technical Committee with Al.	Dan Mahar	October 2007 Meeting	
Action Item: Jim will look into A&WMA's finances and find out what percentage of the revenue goes to their core purpose.	Jim Pfeiffer	October 2007 Meeting	
Action Item: Laurel & Martha will facilitate a teleconference with the Education & Outreach Committee members and others to see if there is interest in re-evaluating the committee.	Laurel Peterson Martha Moore	May 2008 Meeting	
Action Item: Dan will work on Pod Cast/new age event.	Dan Mahar	October 2007 Meeting	
Action Item: Kim will give Martha contact information for a tax accountant who specializes in non-profit organizations.	Kim Marcus	October 2007 Meeting	
Action Item: Kim will assist Steve in putting together a thank you letter to all of the EC sponsors.	Kim Marcus Steve Rybolt	October 2007 Meeting	
Action Item: Denise will follow up with the status of reactivating Inland Northwest Chapter.	Denise Newbould	August 2007 Meeting	
Action Item: Jim will send the Ina Link survey to Bob and Dan.	Jim Pfeiffer	October 2007	

Action Items, Continued

What	Who	Due	Complete
Action Item: Denise will make a template for reactivating inactive chapters.	Denise Newbould	October 2007 Meeting	
The following Action Items are carry over from past years:			
Action Item: Dan will review the PNWIS Conference Guidebook to see what the policy is regarding attracting well known speakers who do not want to pay registration.	Dan Mahar	February 2008 Meeting	
Action Item: Laurel will make a list of PNWIS Board Members who have & have not attended Leadership Training.	Laurel Peterson	October 2007 Meeting	
Action Item: The Finance Committee – Scott, Steve, Terry, Kim, and Martha – will meet on an annual basis.	Finance Committee	Annually- May Meeting	
Action Item: Send notice to Chapters of the investment policy, an explanation of why we have the policy, and a little bit of guidance. The Finance Committee will prepare the explanation & guidance.	Finance Committee	May 2007 Meeting	
Action Item: Bev will prepare a letter to Harry K at A&WMA regarding ERG and will include the response letters to ERGs from Oregon Chapter and Vancouver Island Chapter.	Bev Williams	September 2007 Meeting	
Action Item: Dan will give AI details on BP sponsoring a Spring Specialty conference on new source review and reform.	Dan Mahar	9/19/07	
Add all PNWIS conferences to A&WMA web listing	Jay Willenberg	Ongoing	

Agenda Items

What	Original Meeting	Due	Complete
Agenda Item: Revision of the By-Laws	October 2007 Meeting	January 2008 Meeting	
Agenda Item: A&WMA Nominations will be an annual agenda item.	August 2007 Meeting	Annual Aug/Sept Meeting	On Going
Agenda Item: Investment policy guidelines on cash reserves at the May 2007 Changeover meeting.	November 2006 May 2007	August 2007 Meeting	Annual
The following Agenda Items are carry over from past years:			

Events Calendar 2008

January

PNWIS Board Meeting, Portland, Oregon

January 18

February

Vote for PNWIS Board positions

February 1

March

Chapter reports due to Section/Headquarters

March 13

April

Spring Newsletter

April 1

Section reports due to Headquarters

April 3

May

PNWIS/A&WMA Board Changeover Meeting

TBD

June

A&WMA 101st Annual Conference & Exhibition, Portland, OR June 24-27

September

Fall PNWIS Newsletter

September 1

PNWIS/A&WMA Board Meeting (Anchorage, Alaska)

September 23

2008 PNWIS Conference, Anchorage, Alaska

September 24-26

Huxley Student Chapter

Past activities: We have had our end of year BBQ (June) where the graduating officers turned over their positions to the new officers. Throughout the summer Mitch Olson our event's coordinator and I worked diligently on our textbook fundraiser. We have collected over 400 textbooks and listed them for sale on line. We have raised about \$300 so far. I also got the website up and running www.huxleyAWMA.com. In September we had our first officer's meeting to discuss the EC and the year ahead. Then last week we had our first open meeting where we recruited 4 new members to participate in the EC. Also this month Scott and I attended the PS chapter meeting to seek funding for the conference and EC. They generously donated \$1500 to the effort. We were able to use that to leverage a matching contribution from Huxley so we were easily able to find funding for the whole trip. Future events: EC participation! More textbook sales and events as they develop.

Challenges or Successes: Funding the EC was a huge success for us and was only possible because of the generosity of our chapter and college. Thank you everyone! Challenges: keeping the momentum going after everyone else graduated. I will graduate in June and we currently only have one officer who will be here next year. It's hard to make the transition but this year we have another great group so I'm excited to see what comes down the road.

- Submitted by Stacey Glenewinkel

Montana Chapter

As for the State Chapter goes, we have some plans to meet as a small group to reorganize and revitalize PNWIS members in Montana. We are still in the planning stages for this meeting in larger cities, like Helena, Missoula, Billings, and Butte.

- Submitted by Kumar Ganesan

Montana Tech Student Chapter

Montana Tech student chapter is doing well. They have several events planned,. One was to clean up two miles of highway. Then they are getting ready to participate in the conference. I think about ten students are planning to be there. They will be planning a workshop in March, the title is not decided where mostly our alumni will come and give a talk. Last year our Montana Governor was our guest speaker.

- Submitted by Kumar Ganesan

Puget Sound Chapter

Past Activities (past three months):

- Brown Bag on Climate Change - hosted by the Port of Seattle - Sept. 6th - (~ 65 attendees!!!!)
- End of Summer Dinner Social - hosted by the Graham & Dunn law firm - Sept. 6th - (~ 30 attendees)
- Chapter meetings - Aug. 28th (new location - Fox Sports Grill - Seattle), July 31st, June 26th

Future Activities:

- 2008 Spring Specialty Conference - Stack Testing
- Future Brown Bags

Challenges and/or Successes:

- For the 1st time (to my knowledge), we held a brown bag and social event in conjunction with each other with the hopes that the combined event may draw more people out to the events. Even though the brown bag was very well attended, we had less folks than expected that stayed for the social event. However, it was still worth while holding both events together and both events were very successful.

- Submitted by Chris Drechsel

The University of Montana

This will be our third year participating in AWMA activities at the University of Montana. So far, this is our strongest year yet. We had informal student meetings this past summer and they were regularly attended by about 10 students each meeting. We also held elections to elect the governing body for the student chapter. This semester we have already had one guest speaker come and talk about forest fires at the end of September with about 100 people in attendance. We are planning on having two more guest speakers, one at the end of October and November. The student chapter also has plans this semester for a couple of fundraising projects and a recruitment event to gain new members.

This year we are attending the PNWIS conference in Boise, Idaho. The faculty advisor (Tony Ward) will be giving two technical presentations. Four students from the student chapter will also be traveling to Boise to give presentations on their research. The four of them will also be participating in the Environmental Challenge. We hope to travel to the AWMA conference this summer in Portland and have students participate and present their research.

- Submitted by Tony Ward

PNWIS 2007 Awards:

Roylene, Angela and I are prepared to deliver another great awards luncheon on Friday. We have recipients for each award category. We are unveiling new acrylic and 3D models for each category to replace some of the walnut wall plaques. Two media awards will be presented at the conference - one involved multiple agencies (US and BC), so about 6 awards will be made, one for each agency.

For the Chapter recognition program, there are lots of Moby (highest level) awards to be given. We purchased plastic certificate holder sleeves to replace frames (which sometimes broke). We bought a batch of 50, so we will have some for the next few years.

We believe we are right on budget at this time. We hope to have a recipient present for each award to prevent mailing costs after the event. Also it makes it all much more fun anyway. We look forward to it.

We will need a spare table near the front microphone area to display the awards. We also need to hear from EC - I believe we are delivering those awards too? We'll need some specific details on which teams and award amounts. And then we will hand off to Zach to recognize his committee.

Please everyone help with ranking Best Student Papers, Best Paper, and Bent Black Banana tidbits. Thank you!

Respectfully Submitted,
Melissa with Roylene and Angela

Webmaster Report: by Claude Williams
Lick and Stick is DEAD! Long live E-Mail!

For years Lick and Stick parties were the norm when we wanted to communicate with the several hundred chapter members that we had. Around the turn of the millenium we started sending emails to these members and everyone who ever signed up for one of our brown bags or conferences. At one point before we became Can Spam compliant we were sending our infomational emails to 1600 addresses that we had collected over the years. When we elected to use MailerMailer to handle our emails we uploaded all 1600 of these addresses. Over the next several weeks the service removed duplicate and obsolete addresses and we watched as our list shrank to 1160 live email addresses. Since then we have watched the list shrik then expand, shrink then expand, as people for whom our messages were not appropriate unsubscribed, while other people who learned of us through forwarded emails subscribed. On our listserve with MailerMailer today we now maintain slightly more than 1300 active addresses. We believe that these addresses are legit and are from people who like and need the information we provide

Our bounce rate when we send emails is currently 2.7%, down from approximately 30% when we started with MailerMailer. The remaining bounce rate is probably due to text filtration at the receiving end on some individual messages. But we are learning how to word our messages to avoid message filters. (for example, never use the words "free via__a" in a message you want to get through). In the last 30 days we have had one person unsubscribe to our email service but five others have signed up. This is typical. I'm feeling good about our email program.

Alas, the web page : - (

I wish I could describe our web page with as many positive feelings.

The good news is we have a decent web page, and thanks to the Idaho chapter's efforts we have online registration. Whether we can ever use their efforts again is still an unknown. Better news is that we are starting to see interest from volunteers who can help or back me up with the web page. We believe that the PNWIS web page has now become the first exposure to our organization for many people, and that therefore, it needs to be improved upon. Such improvements could include even more information about our activities. People who have sent me suggestions want more photos,

more copies of PowerPoint presentations from our events, and more multi-media for members who live in outlying areas and for whom meeting attendance is problematic. In a perfect world we would have our webinars available from our web page.

Today however, some of the chapter web authors are having problems editing and then uploading their web pages. It has gotten so bad that in frustration the Huxley Chapter moved their web page off our server. They are now at www.huxleyawma.com with links maintained on our main PNWIS web page. Documents edits and file moves can not be done on the fly from Internet Explorer on any computer. This was a capability we had in the past, before we moved to Riversend web hosting (done before my time by the way). Front Page's publishing function is currently the only way to accomplish this, the way our host is set up now. Unfortunately Front Page is no longer being made by Microsoft so we can't provide another copy to the students at Huxley (legally).

After the PNWIS conference in Idaho is over, I am asking the communications committee to take a close look at whether we stay with Riversend or move the web page. We know we need to get away from Microsoft Front Page, and server side Front Page/Internet Explorer extensions. Front Page is no longer being made by Microsoft and it is obsolete. It may also be a reason why we have lost some of our previous capabilities. Front Page just does not run well on Linux servers.

I believe we can retain or move our hosting service in a revenue neutral way. Software replacement though is a different story. It may have to wait. We can move towards either; 1) purchasing new software for the webmaster and 11 other contributing authors (est. \$4000), 2) going with web 2.0 based authoring tools that are free or at a low subscription based cost (example see google labs new <http://pages.google.com/>); or, 3) a hybrid of both.

This is a subject for ongoing research by the committee. We are not yet ready to make a recommendation or to request funding on the web page issue. But I'd like an idea of the kind of support parameters we might expect to stay inside of on this issue.

Addendum to the Comm Comm Report of 10/11/07.

Oregon, Puget Sound, Idaho, and the Huxley Student Chapter have taken advantage of our Listserve. I'd like to remind the other chapters that all they have to do is send me their messages and I will forward them to the list of 1300. We have tried to get people to register for messages intended for their chapters but most only listed "all PNWIS" For example only 10 people registered to get Yukon/BC specific messages.

Future planned email improvements: To be more useful for individual chapters I intend to ask the communications committee redesign our email subscription questions and the ask everyone re-register. We intend to expand our screening questions to include the various board/committee memberships, so that messages can be sent to smaller subgroups for meeting notifications.

When the membership of the communications committee is stabilized and a policy is thought out, we will issue passwords to at least one member of each chapter so that they can directly send out emails through the listserve.

Communications Committee Memberships: A member of this committee is designated by each chapter. Additional volunteers are welcome. When a name is not submitted by each chapter, we will assume that committee correspondence can be sent to current chairs of such chapters.

First, definitions: I am the WEB MASTER. Everyone else are "Web Authors". Here is a list of those I believe are our Web Authors:
BC Yukon - Stephanie.Meyn@ec.gc.ca, Idaho - kevin.schilling@deg.idaho.gov, Oregon - kfutornick@exponent.com & Martha Moore?, Vancouver Is - Bodman.MJ@forces.gc.ca, Huxley - Stacey G. mailto:stacey_glenewinkel@yahoo.com, Steve Rybolt (Rybolt.S@portseattle.org), Alaska - J.R. Wilcox (jwilcox@hoeflernet.com)

I'm assuming they are also members of my Communications Committee unless other names for each chapter are submitted for that purpose. For chapter's not listed above I will communicate on committee issues with the current chapter chair.