



EXECUTIVE COMMITTEE MEETING

Wednesday, April 3, 2019

7:30 a.m.

Teleconference

MEETING NOTES

The Executive Committee now holds standing meetings on the first Wednesday of even-numbered months. To continue to improve communications, notes from each meeting will be shared with the Board of Directors and the full membership.

Executive Committee members present by telephone were Paul Hermanson, Brian Knapp, Randy Jaeckels and John Murphy. Tim Herlitzka and Executive Director Tim Heinrich joined the call from the MEUW Office.

The minutes of the Executive Committee's February 6 meeting were reviewed. Murphy moved approval; Knapp seconded. Motion carried unanimously.

Heinrich discussed the **Financial Report** and reviewed financial statements through the end February. Income and expenses are in line with both the budget and last year. The annual financial audit is underway; auditors from Wegner CPAs have been onsite since April 1 and things are progressing smoothly with no surprises so far. The audit report and first-quarter financials will be part of the May Board meeting packet.

Heinrich and Herlitzka noted MEUW's strong cash position and the Committee discussed maximizing the cash on hand through investments in money market accounts or CDs that pay a higher interest rate than the current 0.75% money market with Park Bank. Analysis indicates that MEUW could comfortably invest \$300,000. Heinrich and Herlitzka will work together and consult the Financial Oversight Committee to develop an Investment Policy that can be approved by the Board of Directors. In the meantime and to take advantage of current rates, Knapp made a motion to instruct Heinrich to facilitate the transfer of \$300,000 from the Park Bank money market account to a 12-month Certificate of Deposit that pays at least 2.35% APY; Murphy seconded. Motion carried unanimously.

Heinrich provided an Executive Director's Report:

Membership Dues: Reedsburg will not be renewing for 2019. We also do not expect Viola to renew, though we have not received official notification. Payment reminders were sent in mid-March to three municipalities that have not yet paid dues for 2019; there is no reason to believe they will not pay dues.

Member Engagement Survey: Forty-one responses were received; summary of findings has been compiled and will be shared with the Board at the Annual Meeting in May and with the full membership in June's *Live Lines*. While the overall response rate was disappointing, those who took time to provide feedback indicate higher levels of "being heard" and improved communications from MEUW. Ninety-seven percent of respondents believe the association is "headed in the right direction."

5G Forum: There has been a positive response to hosting a single-topic forum to help educate membership on an important and timely subject like 5G. There are 40 registrants for the April 4 session in the Dells. Heinrich expressed interest in hosting similar topical seminars in the future and asked for the Committee's feedback on potential topics. Herlitzka recommended a discussion on trends in rate-making principles.

Annual Conference: Plans are coming together for the May 15-17 conference. Biggest change this year is use of breakout sessions – nine in all (during three periods Thursday morning). There have been 57 registrants to date – representing 25 member utilities plus WPPI Energy and several WUSA members; a total of 75 attended the 2018 conference. The “early bird” registration rate expires May 1, and the hotel room-block reservation guarantee ends April 14.

Municipal Government and Utility Day (May 22): MEUW is hosting registration and will coordinate name tags and check-in; League is handling other details – may call on Kammer Group to assist with scheduling legislative visits. MEUW members are encouraged to participate; details can be found on MEUW.org.

Staffing: Continue to evaluate long-term staffing needs to support MEUW's day-to-day operations; biggest gap relates to policy work and coordinated advocacy/outreach and Friends of Public Power. Executive Committee urged more discussion in near future; understand need to balance priorities.

Employee Benefits Review: Last Executive Committee meeting ended with discussion about reviewing employee benefits, including the cash-in-lieu payments. Heinrich requested clarity on scope of review and timing. Executive Committee discussed need to benchmark current MEUW benefits to determine competitiveness needed to achieve the strategic plan. Heinrich will consult QTI Group to determine how they might be able to help; Murphy expressed interest in having the Executive Committee take lead in review.

Municipal Utility Field Day for PSC: PSC staff is “excited” about another field day. They are polling staff for a preferred and alternate date in late June or late July. Host site is Shawano; details to follow. We hope to settle on the date very soon.

725 Lois Drive Building: The outside structure experienced wind damage last fall; a contractor was hired to repair fascia and soffit, and problems with the roof were subsequently discovered. We are awaiting an estimate to repair the roof; have observed minimal water damage in interior utility closet. The project to replace flooring and paint the conference room is complete; meeting with furniture vendor to explore selling existing tables and chairs to replace with more modern, flexible options.

Wage and Benefits Survey: Developing a work plan; likely will contract someone to “administer the survey.” Targeting kickoff after the Annual Conference with data collection in June, compiling and summarizing in July and release by August 2. Anticipate distributing a brief survey in early May to get ideas for other questions and feedback from past years' responders that can be incorporated into this year's survey plan.

Events: The Collections Seminar held March 26 in Marshfield was well attended and featured a different format from prior sessions; feedback has been mostly positive, and the speaker and her message seems to have been well-received. Session B of the Management Training Program will take place June 5 on the topic of “Leadership and Team Building.” There will be a new presenter due to scheduling conflicts with the regular session leader; a solid program with some new energy is anticipated.

The Committee discussed **2019-20 Board of Directors' Nominations**, noting that, per by the Bylaws, Directors in odd-numbered districts and two At-Large Directors are to be elected prior to the Annual Meeting in May. Hermanson will canvass the current Directors in the odd-numbered districts regarding their intent to stand for re-election. As incoming Board President, Murphy plans to contact Committee Chairs to discuss continuing their role. Heinrich will coordinate the process for elections, with the nomination period opening April 8 and elections held between April 29 and May 6. Jaeckels asked Heinrich to schedule a meeting of the Nominating Committee to discuss the slate of officers for next year.

A draft of the 10-year **Strategic Plan** will be brought forward for approval at the Annual Business Meeting in May. Heinrich emphasized that this is a "living document" that will serve as a roadmap for association priorities over the planning period.

The Committee adjourned to Executive Session.

The meeting adjourned at 9:16 a.m.