



## Board of Director Meeting Minutes

These Minutes have been prepared based on the published Agenda Items of the Board of Directors conducted in Open Session in accordance with the ECI By Laws. Items discussed were listed on this Agenda noticed on the date below. Where indicated, the Items were not taken in the same order as shown on the meeting notice. The ECI Board took actions where indicated in these Minutes, and these Minutes accurately reflect a summary of those Actions. Each Motion was set forth and voted on. The Motion as worded herein, is the accurate and true record. Where adopted, the vote was a majority (or as specified in the By-Laws). Where rejected and deferred, the Minutes so indicate.

Meeting Date: **December 5, 2015- 8:30 a.m. to 4:30 p.m. EST**

Meeting Type: **In-Person**

Location: **Marion, NC**

Notes: **SMA**

Attendees: President Robert Anderson  
Vice President Mark Goldsmith  
Treasurer Alan Black  
Director Barry Fagan  
Director John Peterson (Phone)

Others: Steve Anderson, Interim Operations Manager

Staff: N/A

Absent: Mr. Jeff Econom – Board / Council Liaison {Excused for Personal Reasons}

### **Item 1.0. Role Call and Review of Agenda**

Director Anderson

*Summary:* Role Call and Introductory Comments  
Additions or Removal from Agenda

*Action:* No Action

**Item 2.0. Approval of Board Minutes**

Director Anderson

*Summary:* Review of December 5, 2015 minutes

*Action:* *Motion to approve minutes from December 5, 2015 meeting “as submitted” was made by Director Black and seconded by Director Goldsmith. No discussion.*

*Approval:* Five (5) in favor, none against, no abstentions

**Item 3.0. Review of Email Actions**

Director Anderson

*Summary:* Review of Board Tracking Policy List thru December 1, 2015

*Action:* *Motion to approve Board Tracking Policy List thru December 1, 2015 was made by Director Black and seconded by Director Goldsmith. No discussion.*

*Approval:* Five (5) in favor, none against, no abstentions

**Item 4.0. Administrative Review**

Director Anderson

*Summary:* Discussion of various administrative topics including Marion office, procedures, website, server, and marketing booth.

*Action:* No Action required.

**Item 5.0. Old Business**

Director Anderson

*a. Discussion of IECA MOU Comments*

*Summary:* Discussion of IECA’s comments and their failure to approve MOU.

*Action:* No Action required.

*b. Review of Policies*

*Summary:* Detailed review of various draft policies. Board made comprehensive edits.

*Action:* No Action required at this time.

**Item 6.0. New Business**

a. Turbidity Control Barriers – Proposal (Director Fagan)

*Summary:* Discussed need to hire a consultant to work on new passive treatments.

*Action:* **Motion for Interim ED to hire a consultant to prepare supplemental presentation was made Director Black in the amount NTE \$5k. Second by Director Fagan.**  
Discussion followed.

*Approval:* Five (5) in favor, none against, no abstentions.

*Additional Action:* Director Fagan to contact consultant. Follow-up discussion to then be made by Director Black on technical scope. ED to execute proposal.

***Policy Motion: 1062-15.30***

b. Proposed 2016 Conferences (Director Anderson)

*Summary:* Discussed 2016 Conferences

*Action:* **Motion for approval of 2016 Conference List was made by Director Goldsmith. Second by Director Fagan.** Discussion followed.

*Approval:* Five (5) in favor, none against, no abstentions.

*Additional Action:* Board added SWCS conference and several suggestions for local conferences. WEF and APWA if timing works out and funds are available

***Policy Motion: 1063-15.10***

*Director Peterson left call at approx. 11:45 am.*

c. Proposed Displays (Marvin Greer and Sandy Gibbs)

*Summary:* Presentation by staff for new conference display, with art work, types of displays, cloths, and table.

*Action:* **Motion for approval of new displays, table clothes, and tables was made by Director Fagan. Second by Director Goldsmith.** Discussion followed.

*Approval:* Four (4) in favor, none against, no abstentions.

*Additional Action:* Board directed staff to bring final work back to Board for review and approval. Specific display selected. Board directed two (2) displays, 6 clothes, and 2 tables.

***Policy Motion: 1064-15.10***

d. Code of Ethics and Code Policy

*Summary:* Review of COE&C Policy

*Action:* **Motion for approval of Code of Ethics and Code was made by Director Goldsmith. Second by Director Fagan.** Discussion followed.

*Approval:* Four (4) in favor, none against, no abstentions.

*Additional Action:* Board directed text revisions for incorporation into the final document and forms.

***Policy Motion: 1065-15.10***

d. Employee Handbook, Sexual Harassment and Discrimination Policies

*Summary:* Review of Handbook and Policies

*Action:*           **Motion for approval of Code of Ethics and Code was made by Director Goldsmith. Second by Director Fagan.** Discussion followed.

*Approval:*       Four (4) in favor, none against, no abstentions.

*Additional Action:*   Board directed text revisions for incorporation into the final document and forms.

***Policy Motion: 1066-15.10***

**Item 7.0. Discussion of Future Meetings**

*Summary:*       Discussed future meetings. No consensus on schedule. Following discussion with CPA and attorney, Director Anderson to follow-up.

*Action:*           No Action.

**Item 8.0. Adjournment**

*Action:*           **Motion to adjourn** was made by Director Black and seconded by Director Fagan.

*Approval:*       Four (4) in favor, none against, no abstentions.

Meeting Adjournment at 3:15 pm