

**NORTH AMERICAN SOCIETY FOR TRENCHLESS TECHNOLOGY
WESTT CHAPTER BOARD MEETING
MINUTES OF MEETING**

DATE: April 23, 2009 TIME: 1:30 – 3:00 pm (Pacific)

PRESENT: Jennifer Glynn (JG) Matthew Wallin (MW)
Kate Wallin (KW) Samuel Ariaratnam (SA)
Michael Rocco (MR) Craig Camp (CC)
James Ciesielski (JC) Jason Lueke (JL)
Cindy Preuss

REGRET: Bob Webb (BW) Paul Reilly (PR)
Mike Stram (MS) Richard Harada (RH)
Collins Orton (CO)

NEXT MEETING: TBD

ITEM	SUBJECT	ACTION
1.0	<p>Chapter No-Dig</p> <p>RH has been speaking to municipalities in Hawaii and has received an overall good response to bringing the Chapter No-Dig to Hawaii.</p> <p>There was some discussion of teaming up with the HWEA’s (Hawaii Water Environment Association) biannual conference that occurs on November 20-21. Decision made by the Board to proceed on our own and offer an independent conference.</p> <p>Discussed that the Chapter No-Dig would be a two-day offering, with a full day of papers followed by a full day of short courses. One registration fee will cover both days – and allow attendees to chose which short course to attend in day two. This format was selected to assist in drawing venders – thought is that all breaks for both days could occur in the exhibit hall.</p> <p>Courses to be offered will be determined at a later date – can choose from HDD, Laterals, PB, New Installations, and CIPP. Instructors for all except CIPP are located in the WESTT region.</p> <p>Discussion is that the “hot topics” in Hawaii are HDD and MT. JG indicated that people in Hawaii did enquire about the CIPP course.</p> <p>SA will talk to NASTT to determine ways to minimize course costs – books may be sold for an added fee?</p>	<p>All</p> <p>SA</p>

	<p>Board decided that Chapter No-Dig to be held in Honolulu, on September 10 and 11.</p> <p>KW has volunteered to be the Conference Chair.</p> <p>JG will assist in setting up online registration.</p> <p>Discussion for WESTT 2010 No-Dig – currently aiming for Phoenix in November. Group nominated BW as the Conference Chair, SA and JL can assist. Want to confirm date and location to give vendors sufficient time to plan to attend.</p>	<p>KW</p> <p>JG</p>
2.0	<p>Chapter Magazine</p> <p>Chapter signed 2-year contract with PTR Communications. PTR needs commitments on titles/ideas of articles by April 30 – articles would be required by mid June. Publication for mid August in time for Hawaii Conference. 7-8 articles would be required. Chapter to receive 15% of the profit from the magazine.</p> <p>JG will send out a call for articles ASAP to WESTT members.</p> <p>JG requested that to expand the magazine mailing list that we send suggestions to her for other organizations to target, as well as any updates for existing organizations.</p> <p>Suggestion for the magazine cover – the picture should be from the best article submitted. To be discussed more later.</p>	<p>JG</p> <p>JG/ALL</p>
3.0	<p>Board Members</p> <p>The following represents the up-to-date listings for board members:</p> <ul style="list-style-type: none"> - Chair: Jennifer Glynn - VC: open - Secretary: Jason Lueke - Treasurer: Matthew Wallin 	
4.0	<p>Next Meeting</p> <p>Board wants to hold quarterly meetings – JG will send out announcements for the next meeting.</p>	<p>JG</p>

Minutes taken by: *Jason Lueke*

These meeting minutes are assumed to accurately reflect the discussions in the meeting.
If there are any mistakes and/or omissions, please contact the writer.