

**MINUTES OF THE  
TENNESSEE ONSITE WASTEWATER ASSOCIATION  
BOARD OF DIRECTORS MEETING  
May 10, 2011**

The Tennessee Onsite Wastewater Association (TOWA) met on May 10, 2011, at the Lentz Public Health Center, Nashville, TN. Members present were: Christopher Michie - President, Spencer Hissam - Past-President, Scott Fellwock - Treasurer, Gregg Clingerman - Secretary, Directors – Brian Corwin and Tom Petty. Call in members were Directors - Tim Burcham - President-Elect, Theo Terry, Dr. John Buchanan, Jeff Cox, and Jim McClain.

1. The Board Meeting was called to order at 4:00 p.m. by Christopher Michie. The agenda for the May 10th Board Meeting was presented.
2. **Minutes** from the March 8, 2011 Board Meeting were presented. Christopher Michie made a motion for approval of the March 8th minutes as submitted, Gregg Clingerman seconded the motion. After a full discussion the minutes were approved by the Board.
3. **Treasurers Report** - Scott Fellwock reported that the financial activity since the March 8th Board meeting consisted of a \$100.00 payment to Tennessee Department of Revenue for excise taxes, and receivables of \$200.00 from State of Tennessee for conference registrations, and \$700.00 from University of Tennessee for conference lunch sponsorship. The balance as of May 1st, is \$9,928.28. Gregg Clingerman made a motion to approve the treasurers report as submitted, Tom Petty seconded the motion. After a full discussion, the treasurers report was approved by the Board.

**4. Committee Reports**

**2012 Conference** – Tim Burcham reported that after reviewing past conference costs he was pursuing alternative sites to host the conference which would be more cost friendly to TOWA. The UAW Hall in Spring Hill had been used in the past and he could not get anyone to return his calls. Brian Corwin stated that he was not sure but that the UAW Hall could be closed. Tim asked that if anybody could him find out the status on the Hall and let him know it would be appreciated. Montgomery Bell State Park was contacted and they have facilities available that would accommodate the conference. For the small conference rooms the cost was \$225/day and for a large conference room the cost would be \$450/day. They can provide catered buffet type lunches for approximately \$15/person, Break packages for approximately \$5/person (\$300 ± per break), coffee for \$50/5 gallons, Also rooms are available for the rate of \$49.95/room if the conference is held between November 1<sup>st</sup> and February 28<sup>th</sup>, after February 28<sup>th</sup> the rates are \$78/room. From the information gathered from Montgomery Bell State Park and looking at the average attendance over the past the cost to hold the conference at Montgomery Bell State Park would cost TOWA approximately \$2,400/day. The tentative dates for the 2012 conference would be February 20<sup>th</sup> and 21<sup>st</sup>, 2012. Tim will try to gather more firm costs from Montgomery Bell State Park and try to find another place and report back to the Board at the July Board Meeting.

**Old Business** – Christopher Michie reported that Kevin Davis - Director At-Large Representing East, TN. and Robert Foster - Director Representing Service Providers have resigned their positions. It was requested that the current Board members try to find interested individuals that could fill the remaining term for these two positions. For the Service Provider position it was suggested that the list of attendees that completed the certified service provider course

from Ground Water Protection could be used to help find a replacement.

**New Business** – Christopher Michie reported that vendor participation at the annual conferences have been decreasing. He thought that since we are not currently publishing a newsletter that that might be a cause for lack of vendor participation at the annual conferences. The Board members that are involved in the sales of on-site materials felt that it was more do to the current economic state. More manufacturers are now looking where they can get the most exposure of there products for cost. Christopher suggested that we offer free advertising to the 2011 conference exhibitors on the TOWA website, which may possibly attract other vendors. It was also discussed to target local vendors who sell there on-site products in Tennessee instead of the national vendors. Spencer Hissam will look into to seeing what it will take to get a banner on the web site to offer the free advertising. It was also discussed about doing a newsletter and only print it on the website and use the current membership list to e-mail it out to. The newsletter could have advertising in it or the advertising could be left out.

No further business came before the Board. The next Board meeting is July 12, 2011 from 4 to 6 p.m. at Lentz Public Health Center, Nashville, TN. Mr. Michie adjourned the meeting at 5:30 p.m.