

NMWWA Executive Board Meeting

August 15, 2025

Via Teams Online

The meeting of the NM Water & Wastewater Association was called to order on August 15, 2025 at 9:15 a.m. by President Craig Byers.

Roll was called, and attending the meeting were: Craig Byers, Javier Gutierrez, Martin Lopez, Cynthia Arnold, Lyman Waller, Gene Salazar, Terry Mount, Jake Martinez, Shawn Zachary, Amy Northam, and Rose Martinez.

Gene Salazar made a motion to accept the minutes of the last Executive Board meeting. Motion seconded by Lyman Waller; motion carried.

President's Report: Craig stated nominations for the GHK and Max Summelot had gone out. We have upgraded the Teams account to receive dial-in numbers now; the financial committee has been working on updating policies and procedures. Craig, Martin, and Javier met to discuss Rose's future and already accomplished goals. In the past six months, she accomplished the Board's goals and discussed further expected goals for the next six months. Craig made a recommendation to give Rose Martinez a five percent raise. Martin Lopez made a motion to provide Rose with a 5 percent raise; the motion was seconded by Javier Gutierrez. Motion carried.

The finance committee suggested buying 2 laptops and 2 hard drives for Personnel files to be handled by the President and Secretary-Treasurer and transferred to the new President every January. A motion was made by Gene Salazar to purchase 2 laptops and 2 hard drives not to exceed the amount of \$800; the motion was seconded by Lyman Waller. Motion carried.

Financial Report: Given by Gene Salazar (see the attachment), a motion to accept the financial report as given was made by Martin Lopez, seconded by Shawn Zachary. Motion carried.

Executive Manager's Report: Rose reached out to Albuquerque Hotel to inquire about the 2026 Central School. They were booked, and an alternate Hotel was more expensive. Northern College was contacted regarding a temp, waiting to hear back. We are waiting to hear back from the sections regarding the 2026 yearly schedule. A letter of appreciation for Exhibitor donations was presented, reviewed, tweaked, and approved. A calendar is in the works for the website, as well as a non-profit 501 (c)(6) notice will be posted. Continue seeking nominations for GHK and Max Summerlot.

2025 Central School: The Central School is set up, there are 81 people registered, and 8 exhibitors so far. Looking for instructors to cover two classes.

Brochure Disclosure: A new brochure was presented, tweaked, and approved. 50 copies will be sent out to print and updated every one to two years.

Art Torrez Award Approval: The Arthur Torrez Facility Manager Award's criteria were presented, changes to include "experts and the past three Award recipients", will review all nominations, and select the Award winner. A motion was made by Virgil Taylor to accept the Arthur Torrez Facility Manager's Award changes to the criteria; motion seconded by Jake Martinez. Motion carried.

School Scheduling Committee: Javier Gutierrez is working on an NTK criteria spreadsheet. There has not been a meeting conducted with the scheduling committee, which consists of Javier Gutierrez, Lyman Waller, Victor Gonzales, and Amy Northam. A meeting will be set as soon as the NTK is anonymized.

Section President's Report:

NE: Jake reported \$6,031.59 in the savings account, \$2,146.40 in the checking account, for a total of \$8,177.99. The NE Section Workshop is scheduled for October 15-16, 2025, at the Espanola water department.

CT: Craig reported \$5,651.32 in the savings account, \$146.47 in the checking account, for a total of \$5,797.79. The CT section continues to conduct monthly meetings and training every 3rd Tuesday of the month. Amy elaborated on issues with the Outlook calendar and made suggestions to fix the issues.

SW: No Financial report, it will be emailed to Rose.

Page 3 Minutes

SE: No report

NW: No report

WC: No representative available.

NMED: No report

DACC Water Technology Program report: No report

Other Business: Rose requested a GHK and Max Summelot touring committee to come together ahead of time, before nominations are due.

The next NMWWA Executive Board Meeting is scheduled for November 7, 2025, via Teams online at 9:00 a.m.

A motion was made by Shawn Zachary to adjourn the NMWWA Executive Board Meeting. Motion seconded by Virgil Taylor; motion carried. The NMWWA Executive Board Meeting adjourned at 12:16 p.m.

