



American Water Works Association

Pacific Northwest Section

Central Washington Subsection

2016 Annual Report





American Water Works Association
Pacific Northwest Section

PO Box 872467
Vancouver, WA 98687
T 503-760-6460
F 360-254-0695
www.pnws-awwa.org

PNWS-AWWA Central WA Subsection Officers

President/Chair

Pat Everham
Utility Services Superintendent
City of Kennewick
P.O. Box 6108
Kennewick, WA 99336
Bus: (509) 585-4413
Fax: (509) 585-4451
Pat.everham@ci.kennewick.wa.us

Vice President/ Vice Chair

Dave England
Assistant Manager
Nob Hill Water Association
6111 Tieton Drive
Yakima, WA 98908
Bus: (509)966-0272
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Dave@nobhillwater.org

Secretary

Vacant

Treasurer

Jessica Shaw
Environmental Manager
City of Wenatchee
1350 McKittrick Street
Wenatchee, WA 98801
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PNWS-AWWA Central WA Subsection 2016 Activities

Date	Location	Activity	No. in Attendance
1-7-2016	Conference Call	Subsection Meeting	5
2-25-2016	Conference Call	Subsection Meeting	7
3-7-2016	Kennewick, WA	Best Tasting Water	12
4-21-2016	Conference Call	Subsection Meeting	4
5-21-2016	Richland, WA	Wine For Water	60
8-19-2016	Yakima, WA	Golf Tournament	63
9-29-2016	Wenatchee, WA	Customer Relationship Building Class	24
11-8-2016	Pasco, WA	WAWARN Seminar & Tabletop Exercise	28





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PNWS-AWWA Central WA Subsection 2017 Schedule of Meetings & Events

Date	Location	Meeting/Event
January	Conference Call	Subsection Meeting
March	Moses Lake	Best Tasting Water
March	Moses Lake	Subsection Meeting
April	Yakima	Training Event
May	Yakima	Wine For Water
June	TBD	Subsection Meeting
August	Yakima	Annual Golf Tournament
September	Wenatchee	Training Event
October	Kennewick	Training Event
November	TBD	Training Event
December	Conference Call	Subsection Meeting



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PNWS-AWWA Central WA Subsection 2017 Goals

1. Provide at least 4 affordable training opportunities for subsection members.
2. Host a Water for People fundraising event.
3. Create networking opportunities for members and increase membership.
4. Look for ways to generate revenue to fund scholarships to send subsection members to the annual conference.

Financial Authorization

PNWS-AWWA: Central Washington Subsection

The following subsection members have authorization and signatory authority to have access to and conduct all fiscal matters related to the operation and administration of the PNWS-AWWA: Central Washington Subsection.

Kyle Kihs; Executive Director of the PNWS- AWWA

Pat Everham: President of the PNWS-AWWA Central Washington Subsection

Jessica Shaw: Treasurer of the PNWS-AWWA Central Washington Subsection

I Kyle Kihs authorize the above individuals to have signatory power on the bank account for the PNWS-AWWA Central Washington Subsection.



Kyle Kihs, Executive Director



AWWA and the Section

Reasons an Affiliation Agreement is needed:

- Protect the Associations' intellectual property including logos, emblems, names, free publications and other proprietary material. In this litigious society if you don't protect your brands you can lose them. An example, Bayer aspirin did not protect the name aspirin and it is now used worldwide by many companies.
- By having this agreement the Association can continue to indemnify all eligible persons of the section, such as directors and officers with liability insurance as cost effectively as possible.
- The Associations' not-for-profit status is critical to our organization surviving. As such the need was there to ensure that everyone understood that all activities conducted by the Sections must meet with AWWA's stated mission of uniting the water community to protect public health and to provide safe and sufficient water for all. Through collective leadership, AWWA advances technology, education, science, management, and government policies. Anything outside of this mission is not allowed.

Section Penalties for Affiliation Agreement Violations:

1. If the Section violates this agreement to Association may start a disciplinary proceeding that could include financial penalties or ultimately dissolution of the Section.

I understand the importance of the American Water Works Associations' Affiliation Agreement and why it was needed. Furthermore, I understand that by violating this agreement I place the Pacific Northwest Section in jeopardy of financial penalties or possible dissolution. If I have any questions or concerns regarding my Committee or Subsection activities I will contact the Section office for clarification.

Pat Evershan

Name

President

Title

Central Washington

Committee or Subsection

January 26, 2017

Date



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Pat Evershan

Name

President

Title

Central Washington

Committee or Subsection

January 26, 2017

Date

Certification

I declare that I have no knowledge, as of the date set forth below, of any relationships, positions, or circumstances in which I am involved that could be deemed a Conflict of Interest under the Conflict of Interest Policy of the Pacific Northwest Section of the American Water Works Association as currently in effect except as follows:

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I also certify that I have reviewed, and I agree to abide by, the Pacific Northwest Section of the American Water Works Association's Conflict of Interest Policy, as currently in effect and as it may be amended from time to time.

Signature Jessica M. Shaw Date: 1-26-17

Name (printed) Jessica M. Shaw

Committee or Subsection Central Washington

Title Treasurer

[Print Form](#)



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SUBSECTION BALANCE SHEET FOR CALENDAR YEAR

Subsection Name:

BANK STATEMENT PERIOD:

THROUGH

PREVIOUS BALANCE

DEPOSITS & ADDITIONS (Should total the income on the profit and loss statement)

CHECKS & WITHDRAWALS (should total the expenses on the profit and loss statement)

ENDING BALANCE:

Print Form



SUBSECTION PROFIT/LOSS STATEMENT AS OF:

Subsection Name:

INCOME:

Interest

Receivables

Miscellaneous

TOTAL INCOME:

EXPENSES:

Accounting Fees

Committee

Conference/Meetings

Equipment

Miscellaneous

Officer Compensation

Postage

Printing

Prizes & Awards

Telephone

Travel

TOTAL EXPENSES:



SUMMARY REPORT OF SUBSECTION CASH RECEIPTS AND EXPENSES FOR 2016

Subsection Number: Subsection Name: **Central WA Subsection**

- | | |
|---|------------------|
| 1. Total Subsection Balance of Funds at beginning of the year: | 7,480.72 |
| 2. Total receipts during the year. (Monies collected during the year): | 9,576.46 |
| 3. Total (Add Lines 1 and 2) | 17,057.18 |
| 4. Total Expenses for the year: | 9,396.20 |
| 5. Balance at the end of the year. (Subtract Line 4 from Line 3) | 7,660.98 |
| 6. Of the Balance on Line 5, how much is earned Interest from the bank? | 1.96 |
| 7. Please list where the subsection funds are kept. (Types of accounts, name and branch of bank(s), account number(s), cash, etc.) Remember to protect your bank account numbers! Do not transmit this form electronically with account numbers attached. | |

Savings & Checking -GESA Credit Union (open 6/17/2016, previously Yakima Federa



Certification: I, the undersigned, Secretary/Treasurer of the Central WA Subsection hereby certify that the foregoing is a correct statement of cash receipts and disbursements for the calendar year listed above.

Signed

Jessica Shaw

Please Print Signed Name



PNWS-AWWA ANNUAL SUBSECTION ALLOTMENT

Date:

To: Kyle Kihs
Executive Director PNWS-AWWA
P.O. Box 872467
Vancouver, WA 98687
Office: 503-760-6460
Fax: 360-254-0695
E-Mail: kkihs@pnws-awwa.org

Subsection:

The Subsection has evaluated the options available to us and made the following selection regarding the annual allotment.

If your subsection does not need the allotment this year, you need not respond.

NOTE: You must respond by February 1st of each year to be eligible to receive an allotment. If you do not respond by the deadline listed above, your Subsection will not receive an allotment. You must also have completed and submitted your subsection annual report; including the Profit & Loss Statement and Signature Card from your subsection's financial institution to the PNWS-AWWA Executive Director.

- Yes, the Subsection requests the allotment.
- No, the Subsection does not wish to collect the allotment.