



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

DATE: January 10, 2007                      TIME: 1:30 – 2:15 p.m. (Pacific)

PRESENT:    Kim Staheli – Chair (WA)                      Dave Krywiak (AB)  
                  Neil Kucharski – Treasurer (AB)                      Dan Willems (AB)  
                  Bill Boyes – Director (AB)                      Jason Lueke (AB)  
                  Michelle Ramos – Secretary (WA)                      Jack Burnam – Director (WA)

REGRET:    Albert Kwan – Vice Chair (AB)                      John Hemphill (NASTT)  
                  Ken Chua (AB)

NEXT MEETING:    At Annual Meeting, San Diego

ITEM	SUBJECT	ACTION
1.	<p><b>Comments on Previous Minutes:</b></p> <ul style="list-style-type: none"> <li>- There are no comments to the October 4, 2006 Meeting Minutes. Minutes are approved.</li> </ul>	<b>INFO</b>
2.	<p><b>Activities Reports by Geographic Area:</b></p> <p><b><u>Calgary - Bill</u></b>  <b>Calgary Luncheon Program</b></p> <ul style="list-style-type: none"> <li>- Technical lunches are planned for Jan, Feb, and Mar. There will not be one in April.</li> <li>- The lunches will resume in September.</li> <li>- They are hosting the 10<sup>th</sup> Annual Conference. Duane Strayer from Associated Engineers in the lead.</li> </ul> <p><b><u>Washington State - Kim</u></b>  <b>HDD Short Course</b></p> <ul style="list-style-type: none"> <li>- The HDD short course for King County was planned for late January or early February. This will be re-scheduled for after No-Dig.</li> </ul> <p><b>Trenchless Technology Symposium</b></p> <ul style="list-style-type: none"> <li>- This was held December 15<sup>th</sup> and was a great success. The day prior there were 128 people signed up and paid. The night before the symposium one of the largest storms of the decade caused power outages across western Washington. We still had 104 people attend. Comments back from attendees are very favorable.</li> <li>- The Symposium made a little bit of money (about \$200)</li> <li>-</li> </ul>	<b>INFO</b>

	<p><b>Bank Account</b></p> <ul style="list-style-type: none"> <li>- Due to the checks received from the Symposium, it was decided to open a checking account in Washington. The plan is to have 2 or 3 signatories and to establish a Tax ID # for the account.</li> <li>- The signatories will be Kim, Jack and Michelle (as alternate).</li> <li>- Year-end accounting for the new account will be sent to the Treasurer for Year-end activities. The account will be set up in January 2007 so first year-end activities will be in January 2008.</li> </ul> <p><b><u>Alberta: - Jason</u></b></p> <p><b>Technical Luncheon Program in Edmonton</b></p> <ul style="list-style-type: none"> <li>- There are luncheons set for Jan, Feb and Mar.</li> <li>- After No-dig they will plan the lunch meetings from April and onward.</li> </ul> <p><b>Annual Alberta Trenchless Symposium, Edmonton</b></p> <ul style="list-style-type: none"> <li>- Was held on November 15<sup>th</sup> .</li> <li>- 162 paid, 152 showed up</li> <li>- An external agency was used for registration</li> <li>- There were 16 sponsors which brought in \$14,500</li> <li>- There were 15 Exhibitors which brought in \$7,000</li> <li>- The fee structure was \$125 for members (early reg), \$150 for members (late reg), \$175 for non-members (early reg) and \$200 for non-members (late reg)</li> <li>- After all splits between the sponsoring organizations NASTT realized \$1,600 of profit.</li> </ul> <p><b>Short Course Associated with the Trenchless Symposium</b></p> <ul style="list-style-type: none"> <li>- Was held on November 14<sup>th</sup>.</li> <li>- 36 people attended (8 members (\$300/each), 28 non-members (\$350/each))</li> <li>- For non-members \$100 of the cost of admission went towards membership.</li> <li>- The Symposium lost \$1,825 but gained 28 new members.</li> </ul>	<p><b>Action: Acquire Tax ID #, Open checking account</b></p>
<p><b>4.</b></p>	<p><b>Looking Forward:</b></p> <ul style="list-style-type: none"> <li>- October 25<sup>th</sup> and 26<sup>th</sup> there will be a trenchless track at the Canadian WW.</li> <li>- November 13<sup>th</sup> and 14<sup>th</sup> or 20<sup>th</sup> and 21<sup>st</sup> there will be the Calgary Symposium. A pipe bursting course will be run the day prior.</li> </ul>	
<p><b>5.</b></p>	<p><b>Next Meeting:</b></p> <ul style="list-style-type: none"> <li>- At No-Dig in San Diego on Sunday April 15<sup>th</sup> from 4:30 to 5:30, Location TBD</li> <li>- Note: Elections will be needed for two new Board Members</li> </ul>	

These minutes were taken by: *Michelle Ramos*

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.