



## PIPE USERS GROUP Northern California

MINUTES  
November 16<sup>th</sup>, 2004

### **Attendees:**

Cindy Preuss	Harris & Associates	<a href="mailto:cpreuss@harris-assoc.com">cpreuss@harris-assoc.com</a>
Stan Shogren	Kennedy Jenks	<a href="mailto:StanShogren@KennedyJenks.com">StanShogren@KennedyJenks.com</a>
Jonathan Lee	West Valley Sanitation Dist	<a href="mailto:jlee@westvalleysan.org">jlee@westvalleysan.org</a>
Jennifer Glynn	Brown and Caldwell	<a href="mailto:jglynn@brwncald.com">jglynn@brwncald.com</a>

### **General Discussion:**

#### **Executive:**

The December meeting of PUG has been rescheduled to January 4, 2005 due to the holidays. All are invited to attend, and anyone interested in joining the Seminar Planning Committee is encouraged to participate in this meeting as we gear up for the annual seminar.

A PUG Administrator is still needed to help review and distribute incoming seminar abstracts, coordinate with presenters and vendors, and assist with member outreach and registration, among other things. The former PUG administrator, Angie Giles, will be contacted to see if she'd continue servicing PUG for the next few months until a replacement has been found.

PUG Bylaws were rewritten a few months ago, but never formally adopted. Jonathan Lee will focus his efforts on presenting the revised Bylaws for adoption.

### **Seminar Progress & Planning:**

The Call for Papers has gone out to PUG members and has been announced at various industry-related meetings. Jonathan Lee emailed the Call for Papers to City of San Jose, Stan Shogren will circulate through Kennedy Jenks. Cindy Preuss hasn't gotten a response back from EBME on sending out the email to its members, but hopes it will be sent out soon. Also, Cindy will contact the Society of Women Engineers to get the Call for Papers and the Seminar itself listed on their monthly email announcements. Cindy plans on soliciting for abstracts at the upcoming BAWWA meeting on November 18. Kevin Calderwood of Brown & Caldwell has made an announcement at CWEA.

Other advertising opportunities still to be pursued include:

- BC Water News (daily news distribution) – try for blurb on front page [Jen/Kevin]
- NBE (North Bay Engineers) Member Roster [Cindy]
- Water Reuse Association [Jen]

Minutes by: Cindy Preuss, Harris & Associates  
Secretary, Nor Cal PUG

- BAWWA member roster [Cindy]
- EBMUD – Mary Hicks (also Chair of BAWWA) [Cindy]
- Trenchless Technology, No-Dig Conference presenters [Jen]

The deadline for abstracts is December 20<sup>th</sup>. No abstracts have been received to date, although with the slated outreach efforts, many are expected to come in before the deadline. The Executive Committee has scheduled a telephone conference for Friday, December 17<sup>th</sup> to discuss any abstracts received, and plan for follow-up efforts. Jennifer Glynn will coordinate the conference call and will alert the Executive Committee of dial-in instructions.

**Website Development:**

The Website will go live within the month.

**Next Meeting:**

Our next meeting will NOT be held the 3<sup>rd</sup> Tuesday of the month in light of the holidays. The meeting has been **rescheduled for TUESDAY, JANUARY 4, 2005** at the offices of Brown and Caldwell. Please call (925-210-2307) or e-mail Jennifer Glynn (jglynn@brwncald.com) to RSVP.