

SDI-12 Support Group  
165 East 500 South  
River Heights, Utah 84321  
435-752-4200

### **Minutes from the 2014 Technical Committee Meeting**

The SDI-12 Support Group's Technical Committee held its annual meeting on Monday, November 3, 2014. This meeting was held in conjunction with the American Water Resources Association's (AWRA) annual conference, which was held at the Sheraton Tysons Hotel, in Vienna, Virginia.

The posted agenda for the meeting was:

1. Welcome and Introductions
2. Review of the written history of SDI-12
3. Review of text about SDI-12 to post on [www.wikipedia.org](http://www.wikipedia.org)
4. Open discussion about the SDI-12 specification

### **Companies on the Technical Committee Represented at the Meeting**

Sutron Corporation, Jerry Calhoun, Chairman of the Technical Committee  
NR Systems, Inc., Mike Jablonski, Chairman of the SDI-12 Support Group

There were no other people at the meeting.

Under the bylaws of the SDI-12 Support Group, attendance of two people constitutes a quorum. The bylaws say, "Whatever number of SDI-12 Support Group members attend the annual meeting will constitute a quorum."

### **Welcome and Introductions**

No introductions were needed because Jerry Calhoun and Mike Jablonski have worked together with the SDI-12 Group since 1993.

### **Review of the Written History of SDI-12**

Mike Jablonski had prepared a brief history of SDI-12 and the SDI-12 Support Group. He prepared this in response to questions he had received about SDI-12 from two companies that had asked about the history of the SDI-12 standard. Mike had previously asked the U.S. Geological Survey's Hydrologic Instrumentation Facility (USGS/HIF) for help writing the history. Gerald Kunkle (USGS/HIF) and Roy Johnson (USGS/HIF, retired) contributed much of the text in the draft, prior to this meeting.

Jerry and Mike reviewed, discussed, and modified the draft. It was subsequently posted on the SDI-12 Support Group's web-site ([www.sdi-12.org](http://www.sdi-12.org)).

## **Review of Text About SDI-12 to Post on [www.wikipedia.org](http://www.wikipedia.org)**

An anonymous writer had posted an entry about SDI-12 on the free Internet encyclopedia, Wikipedia.org. That was most appreciated by Jerry and Mike. Both Jerry and Mike agreed, however, that the text could use further clarification.

Jerry and Mike reviewed, discussed, and modified that page on Wikipedia. The modifications were subsequently uploaded to wikipedia.org.

## **Open Discussion of SDI-12**

There was no further discussion of any SDI-12 technical issues.

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### **Minutes from the 2014 General Meeting of the SDI-12 Support Group**

The SDI-12 Support Group held its annual meeting on Tuesday, November 4, 2014. This meeting was held in conjunction with the American Water Resources Association's (AWRA) annual conference, which was held at the Sheraton Tysons Hotel, in Vienna, Virginia.

The posted agenda for the meeting was:

1. Welcome and Introductions
2. Review of the technical committee meeting
3. Review of visitor statistics on [www.sdi-12.org](http://www.sdi-12.org)
4. Financial Report
5. Report on the corporate standing of the SDI-12 Support Group with the State of Utah and the IRS
6. Discussion on how to better collect dues from the current and past membership of the Group
7. Open discussion on SDI-12
8. Selection of Chairman and Board Members for the upcoming year

#### **Attendance**

Mike Jablonski, NR Systems, Inc. Chairman of the SDI-12 Support Group  
Jerry Calhoun, Sutron Corporation, Chairman of the Technical Committee

Under the bylaws of the SDI-12 Support Group, attendance of two people constitutes a quorum. The bylaws say, "Whatever number of SDI-12 Support Group members attend the annual meeting will constitute a quorum."

#### **Review of the Technical Committee Meeting**

No report was needed as both Mike Jablonski and Jerry Calhoun both attended the Technical Committee meeting on November 3.

#### **Review of Visitor Statistics on [www.sdi-12.org](http://www.sdi-12.org)**

Mike reported that the number of visits to the SDI-12 Support Group's web page indicates a continued and strong interest in SDI-12. The key figure is that the number of times the SDI-12 Specification, dated January 26, 2013 was downloaded/opened from the web site.

All other information on the archives page (minutes, newsletters, prior versions of SDI-12) has also been downloaded many times.

As of this writing (January 8, 2015), the SDI-12 Specification has been downloaded or viewed 15,178 times since January 26, 2013.

## **Financial Report**

Mike Jablonski reported that, at present, the Support Group has \$ 1,908.47 in cash.

Mike Jablonski reported that he had paid the American Water Resources Association (AWRA) \$695.00 for a full registration for the 2014 conference, because AWRA provided meeting rooms for the 2014 meetings of the SDI-12 Support Group at the Sheraton Tysons Hotel, in Vienna, Virginia. That payment was made on November 3, 2014.

Mike also reviewed a profit and loss statement, which covers the time from November 1, 2012 through October 29, 2014. These dates were chosen because the last financial report made to the group was for the period ending on October 31, 2012. (The SDI-12 Support Group did not meet in 2013.)

Other upcoming expenses will be reimbursement to NR Systems, Inc., and to Sutron Corporation to pay the travel expenses to the 2014 meetings in Virginia. Mike reported that the Group has sufficient funds for these upcoming expenses. No significant travel expenses are expected from Sutron this year because their office is close to the meeting site this year.

Mike reported a loss of \$ 1,878.02 since November 1, 2012 to present, because revenue from dues payments was low for the past two years. Revenue was \$ 900.00 and expenses were \$ 2,778.02. All revenue was from membership dues. Expenses were:

\$ 545.00 conference registration fee for the 2012 AWRA conference  
\$ 1,439.09 travel expenses for Mike Jablonski to attend the 2012 meetings in Florida  
\$ 793.93 travel expenses for Jerry Calhoun to attend the 2012 meetings in Florida  
  
\$ 2,778.02 Total

The Support Group is in the black (\$ 1,908.47 in cash), because in years prior to 2010 membership dues exceeded expenses.

## **Report on the Corporate Standing of the SDI-12 Support with the State of Utah and the IRS**

Mike reported that the SDI-12 Support Group remains as a non-profit corporation in good standing with the State of Utah and the Internal Revenue Service. All of the required tax forms and other paperwork were filed, on time, over the past two years with the appropriate state and federal agencies. This includes the IRS 990-EZ "Return of Organization Exempt from Income Tax" forms, filed in May, 2013 and May, 2014. These forms were reviewed at the meeting.

## **Discussion on How to Better Collect Dues from the Current and Past Membership of the Group**

Mike reported that due to time constraints over the past two years, that he did not aggressively seek dues payment from the Membership. It was hoped that Support Group members would renew in response to a request for dues posted on [www.sdi-12.org](http://www.sdi-12.org). That did not happen.

Mike and Jerry agreed to seek revenue from dues by e-mailing a request for dues to all past and present members of the Support Group in November, 2014, and again in January 2015. A hard copy of a dues request will be mailed to those on the mailing list. All dues received in response to these solicitations will be for the 2015 calendar year.

## **Open discussion on SDI-12**

Mike reported that the domain name, [www.sdi-12.org](http://www.sdi-12.org), was successfully transferred from Amass Data Technologies to his company, NR Systems, Inc. The transfer was completed in July, 2014. Mike said the he had listed SDI-12 Support Group as the Registrant Organization on the Internet's Who Is registry, for [www.sdi-12.org](http://www.sdi-12.org).

## **Selection of Board Members for 2014-2015**

Mike Jablonski agreed to serve another one year term as the chairman of the SDI-12 Support Group.

Jerry Calhoun agreed to remain on the Board of Directors for another year.

The Group had also been informed that Stevens Water Monitoring Systems asked if Steven McCoy could take over for Michael Fleming as their representative on the Technical Committee. Steven McCoy was thus added to the Technical Committee.

All other members of the Technical Committee agreed to serve for another year.

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