

**NM SWANA Roadrunner Chapter
General Membership and Officers Meeting**

Tuesday, July 8, 2014
NMED District 1 - Sandia Room

Submitted by JoAnne Weaver, Executive Secretary

Reviewed by Randal Watkins, Secretary and Jerry Kamieniecki, Communications Chairman

*Asterisks indicate there are handouts filed with the copy of these minutes

General Membership Attendance: Danita Boettner, Charles Fiedler, Jerry Kamieniecki, Terry Nelson, Marcia Pincus, David Robinson, Joan Snider, Randal Watkins and JoAnne Weaver.

I. Call to Order and Welcome

President David Robinson called the meeting to order at 11:15 a.m.

II. Approval of June 10, 2014 Membership and Officers Meeting Minutes *

MSC: Charles Fiedler and Terry Nelson to approve the June 10, 2014 chapter meeting minutes as written.

III. Approval of June 30, 2014 Treasurer's Reports *

The Actual to Budget Summary and Balance Sheet reports for June 30, 2014, were presented for review by David Robinson, President, with the ending balances as follows:

- Rio Grande Credit Union accounts: \$27,094.90
- Accounts Receivable: \$2,677.64 (Training invoices less prior class credits)
- Funds received but not deposited: \$400.00
- Total Assets: \$30,172.54
- Profit Year-to-Date: \$1,075.44
- Total Income for June, 2014: \$1,143.01 (Budget: \$1,156.00)
- Total Expenses for June, 2014: \$4,213.51 (Budget: \$2,985.00)
- Total Income Y-T-D: \$23,469.01 (Budget: \$23,460.00)
- Total Expense Y-T-D: \$22,393.57 (Budget: \$23,205.00)

MSC: Charles Fiedler and Jerry Kamieniecki to approve the June 30, 2014 Financial Reports as presented.

IV. Old/Other Business

A. 2014 SWANA/NMRC Conference Planning Update

Terry Nelson Conference Co-Chair led the discussion regarding the following:

1. Conference Sponsors

- Sponsorships for NM SWANA will total about \$12,000
- Terry is checking on several unconfirmed sponsors



- Terry reminded the board members that all sponsorships need to be confirmed by the end of July

2. Lifetime Achievement Award

- Terry nominated Joe King for the award after there was consensus of the board members who know or know of Dr. King
- It was agreed that Jerry will make the contact with Dr. King inviting him to attend the joint conference in September
- Jerry will also find out what type of monetary support Dr. King will need if he is willing to come and accept the award

3. Conference Solid Waste Tours

- The first tour will be to the Waste Management Rio Rancho Landfill beginning at 2:45 p.m.
- The second tour will be at the Sandoval County Landfill beginning at 3:45 and ending at 5:00 p.m.

4. Conference Moderators

The following volunteered to moderate one of the conference sessions:

- Marcia Pincus
- Danita Boettner
- David Robinson
- Charles Fiedler
- Terry Nelson

5. Awards

Terry reported that English Bird, NMRC Director, has sent out the forms for nominating persons to receive the conference awards.

6. Approval of the Conference Proposed Budget

MSC: Terry Nelson and Charles Fiedler to approve the proposed conference budget developed by NMRC as follows:

**2014 Conference
Budget**

**Ordinary Income/Expense
Income**

Earned revenues

Conference

--Exhibitors

\$8,407.00

--Exhibitor Additional Registrants

\$1,000.00

--Sponsors (NMRC)

\$23,350.00

Assuming all costs are met, then the revenue per is what they bring in for sponsorship NMRC's sponsorship goal



--Sponsors (SWANA)		SWANA ONLY
		Deducted from SWANA sponsorship dollars to help cover costs per MOU
--SWANA 10% of sponsors	\$-	
--Registrations	\$25,400.00	
Total Earned revenues (Not including In-Kind)	*	\$58,157.00
Total Income		\$58,157.00
Expense		
Business expenses		
Credit Card Transaction Fees	\$300.00	
Total Business expenses	\$300.00	
Misc expenses		
Gifts & Awards Given	\$300.00	award frames - NMRC only
Entertainment	\$300.00	
Award Frames	\$300.00	
Total Misc expenses	\$900.00	
Non-personnel expenses		
Office & Conference Supplies	\$2,400.00	
Postage, delivery, mailhouse	\$500.00	
Printing & Publications	\$1,000.00	
Total Non-personnel expenses	\$5,700.00	
Total Payroll Expenses	\$12,000.00	
Travel & meetings expenses		
Travel Stipend for Speakers	\$1,000.00	
Lodging	\$-	
Meals (catering)	\$20,000.00	
Drink Tickets	\$-	
Mileage	\$200.00	
Rental Car		
Travel		
Total Travel & meetings expenses	\$21,200.00	
Total Expense	\$40,100.00	
Net Profit		\$18,057.00

Receiving In-Kind Donation from Busch systems valued at approx. \$3500

Adm Note: Amended Budget to include NM SWANA Sponsorship on page 6 of these minutes.



C. Update on October 14, 2014 Regional Roundtable Meeting

Danita Boettner indicated there is nothing new to report at this time.

D. Update on August 19, 2014 eTraining Session

Jerry Kamieniecki reported that the August 19, 2014 eSession topic is *Increasing Efficiency at Waste Facilities-Part 1*.

The purchase of both Part 1 and Part 2 was covered by the reimbursement from the May 21 video credit plus a balance of \$21 that will be applied to the D&O invoice.

This session will be free to the attendees and lunch will also be provided.

Action: Joan Snider to bring the NM SWANA Projector to the August 12 Chapter Meeting so that Jerry Kamieniecki has use of it for the August 19 eSession.

Action: Jerry will provide registration details for this session to DGS within the next two weeks.

E. Update on the 2015 Road-e-o Plans

Since Travis Apodaca, Road-e-o Chairman, was not in attendance there was nothing new to report.

V. New Business

A. Review of HM51 House Memorial (State's 50% Recycling Goal) Stakeholder's Meeting

Danita Boettner, Charles Fiedler and Joan Snider reported on the June 11, 2014 meeting as follows:

1. NMRC brought this memorial to the last Legislative Session
2. There was an interesting cross-section of people who attended the Stakeholder's Meeting
3. The group was divided into several focus groups for discussion
4. More information and short term (5-year) policy goals will be coming from the NMRC Policy Board
5. The biggest challenges come on how to change habits, provide education and how to raise funding to meet the goals
6. Charles and Danita will bring information to NM SWANA on how they can participate
7. Anyone interested in being part of the process should contact Danita and/or Charles



VI. Committee Reports

A. Education

Joan Snider, Chair, reported that there were 40 attendees at the Transfer Station Operator Certification class on June. Twenty-six operators took the exam and Carl Wingo from the Village of Des Moines scored 100% on the test. Carl will be honored at the December 5, 2014, Annual Meeting

Joan also reported that Auralie Ashley-Marx, NMED-SWB Chief, has requested that a one-day Household Hazardous Waste (HHW) Management Course be offered during the fourth week in August to twenty (20) pre-selected people as well as others interested in the course. David Charlesworth is to be the presenter and will be meeting with Joan, Tim Grey and Connie Pasteris following this meeting, NMED-SWB has requested that NM SWANA host this 1-day course, which will be held at the Albuquerque Fire Academy, 11510 Sunset Gardens SW.

MSC: Terry Nelson and Charles Fiedler moved that the Chapter will host this 1-day course noting that the month of October would be preferable to August.

Adm. Note: Mr. Charlesworth cannot develop the curriculum by August therefore the class will take place in October.

B. Communications

Jerry Kamieniecki, Communications Chair, reported on the July newsletter articles as follows:

- The front page interview of Charles Fiedler - Jack Chappelle
- The April 8, 2014 Regional Roundtable Meeting Summary - Jerry
- May 20, 2014 E-Session Training Summary - Jerry
- COA/SWMD featured in the February issue of *Waste Advantage* - Marcia
- Spring 2014 Amnesty Event at BuRRT - Adam Schlacter
- August 19, 2014 E-Session Training Event - Jerry
- Old Alamogordo Landfill Excavation - Jerry
- The 2014 Integrating Solution Conference Update - Terry
- Calendar of Upcoming SWANA Roadrunner Chapter Events - Jerry

These articles and accompanying photos will be sent to DGS for designing by Friday, July 18. The publishing date of the newsletter will be on or around Tuesday, July 29.

C. IB Board

Marcia Pincus, IB Board Rep, reported as follows:

- There have been a number of emails regarding WASTECON.



- Marcia will send copies of Technical Policies to the NM SWANA Board on or around July 10, 2014.
- The next conference call of the board will be on July 14, 2014.

D. Membership

There was no new report.

VII. Next Roadrunner Chapter Meeting

The next meeting of the Chapter will be held on Tuesday, August 12, 2014 in the NMED District 1 Sandia Room from 11:00 a.m. to 1:30 p.m.

VIII. Adjournment

David Robinson, President, declared the meeting adjourned at 1:45 p.m.

Amended conference budget to include NM SWANA projected sponsorship.

	Conference 2014 Proposed	
Ordinary Income/Expense		
Income		
Earned revenues		
Conference		
--Exhibitors	\$8,407.00	
--Exhibitor Additional Registrants	\$1,000.00	
--Sponsors (NMRC)	\$23,350.00	
--Sponsors (SWANA)	\$12,000.00	Added projected NM SWANA Sponsorships
--SWANA 10% of sponsors	\$1,200.00	
--Registrations	\$25,400.00	
Total Earned revenues (Not including In-Kind)	* \$71,357.00	
Total Income	\$71,357.00	
Expense		
Business expenses		
Credit Card Transaction Fees	\$300.00	
Total Business expenses	\$300.00	
Misc expenses		
Gifts & Awards Given	\$300.00	
Entertainment	\$300.00	
Award Frames	\$300.00	



Total Misc expenses	\$900.00	
Non-personnel expenses		
Office & Conference Supplies	\$2,400.00	
Postage, delivery, mailhouse	\$500.00	
Printing & Publications	\$1,000.00	
Total Non-personnel expenses	\$5,100.00	Corrected formula
Total Payroll Expenses	\$12,000.00	
Travel & meetings expenses		
Travel Stipend for Speakers	\$1,000.00	
Lodging	\$-	
Meals (catering)	\$20,000.00	
Drink Tickets	\$-	
Mileage	\$200.00	
Rental Car		
Travel		
Total Travel & meetings expenses	<u>\$21,200.00</u>	
Total Expense	<u>\$39,500.00</u>	
Net Profit	<u><u>\$31,857.00</u></u>	

Receiving In-Kind Donation from Busch systems valued at approx. \$3500

