

**NM SWANA MEETING ROADRUNNER CHAPTER**  
**General Membership and Officers Meeting**  
 Tuesday, May 8, 2018  
 CABQ Open Space Visitors Center

Submitted by JoAnne Weaver, Executive Secretary  
 Reviewed by Douglas Shimic, Secretary/Treasurer and Jerry Kamieniecki, Communications Chair

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

**General Membership Attendance:** Braden Belliveau, Danita Boettner, Joseph Ellis, Charles Fiedler, Jerry Kamieniecki, Marcia Pincus, Douglas Shimic, Shirlene Sitton, Randal Watkins, Colin Ross and JoAnne Weaver

**I. Call to Order: SWANA NM RR Chapter Business Meeting**

Randal Watkins, President, called the meeting to order at 11:06 a.m.

**II. Approval of March 13, 2018 Meeting Minutes**

**MSC:** Douglas Shimic and Terry Nelson to approve the March 13, 2018 chapter meeting approved as presented.

**III. Approval of April 30, 2018 Treasurer's Report**

The Actual to Budget Summary and Balance Sheet reports for April 30, 2018 were presented for review by Shirlene Sitton, Treasurer, with the following ending balances:

**A. Balance Sheet (April 30, 2018)**

Rio Grande Credit Union Accounts	\$44,737.83	<i>Checking:</i> \$2,830.39 <i>Investors Club:</i> \$ 41,902.44 (\$41,890.38 + \$12.06 interest) <i>Share Account:</i> \$5.00
Accounts Receivable	\$9,836.40	<i>Open Invoices:</i> \$9,436.40 (Training invoices \$8,836.40. Road-E-O Invoice \$1,000 - \$3,300.00 new invoices; \$2,900 payments received)
Funds received but not deposited	\$0.00	
<b>Total Assets</b>	<b>\$54,574.23</b>	



**B. Profit & Loss Statement (April 30, 2018)**

Total Income for April, 2018	\$3,473.06	Budget: \$4,827.00
Total Expenses for April, 2018	\$1,729.26	Budget: \$2,800.00
Total Income Y-T-D	\$19,524.33	Budget: \$26,429.00
Total Expense Y-T-D	\$18,075.73	Budget: \$18,490.00
Profit Year-to-Date (YTD)	\$1,448.60	Budget: \$7,939.00

**MSC:** Terry Nelson and Marcia Pincus to approve the April 30, 2018 financial reports as presented.

**IV. Old Business**

**A. Update on 2017 Financial Audit**

Jerry Kamieniecki and Terry Nelson reported as follows:

- Management of the financial books has been appropriate
- Jerry questioned the checks only signed by one person to which it was noted and confirmed by Charles Fiedler that there is only one signature needed on the check itself. Two initials are used as approval on the Check Request Form.
- Terry noted that everyone must present actual receipts for reimbursement. However, mileage for those presenting at a training class may note round-trip miles and be reimbursed at the Government 2018 rate of 54.5 cents per business mile or, fill their car's tank one time and present that receipt for reimbursement.

**Action:** Terry will write a written audit report and after sharing this report with Jerry, it will be presented at the June 12, 2018, Chapter Meeting.

**Action Two:** JoAnne is to send out the Check Request forms again with instructions for using the form for reimbursement.

**B. Plans for the June 16, 2018 Road-E-O**

Shirlene Sitton, 2018 Road-E-O Chair, led the discussion of plans for the Road-E-O as follows:

- Agreement was reached to use last year's Sponsorship Categories as follows:
  - Gold - \$1,000
  - Silver - \$500
  - Bronze - \$250



- Agreement was reached that contestants will arrive at 8:00 a.m. and the Road-E-O will end on or about 2:00 p.m. with volunteers to arrive at 7:00 a.m. and end by 4:00 p.m. on the day of the Road-E-O.
- Agreement was also reached that as many people as possible will be at the landfill site to set up for the Road-E-O beginning at 1:00 p.m. on Friday afternoon.
- Other assignments were made as follows:
  - Shirlene Sitton and Eric Lujan are working on obtaining Sponsors
  - Shirlene and Eric will also handle the design and printing of the banner with rope for the banner, golf carts and ice-chests
  - Charles will bring ice for the chests on Friday
  - Charles to order the tent, tables & chairs as well as the lunch
  - Terry will order the t-shirts and possibly hats with the registration ending on Thursday, May 31
  - Insurance to be ordered by JoAnne with help from Randy
  - Randy will order the Porta-johns, provide stop-watches and alert paramedics
  - Randy and/or Danita to determine if SFSWMA will provide trophies again or should they be ordered by the committee
  - Randy and/or Danita to make certain barrels are obtained
  - JoAnne will provide the logos to Shirlene, Eric and Terry

#### **C. Update on Discussion of 2018 Joint Conference**

Charles reported that the acceptance of Abstracts for the conference presentations closes on Friday, May 11.

The decision regarding Key-Note Speakers has been narrowed to Dylan De Thomas and Jerry Powell, along with an organics and a China Ban/Markets-related speaker.

Charles also noted that he is working on Safety-Notes for each session. He also announced that SCS has offered to be a \$2,500 conference sponsor, thanks to Marcia!

#### **D. Report on the April 17, 2018 Regional Round Table**

Douglas Shimic reported as follows:

- It was held at the Bernalillo Range Cafe
- Eleven people were present
- Steve Miceli led the session



- Elena Kayak from the Rio Rancho Public Schools spoke about Igniting Student Potential in recovering food waste from the schools to:
  - Reduce the volume of surplus food generated
  - Donate extra food to food banks, soup kitchens and shelters
  - Then diverting food scraps to animal feed
  - Composting to create a nutrient-rich soil amendment
  - Finally as a last resort to landfills for disposal

This program was going very well in the lower grades until they ran out of funds for the program. It was costing about \$30,000 a year to run the program.

#### **E. Location, Leader, Presenter for October 16, 2018, Regional Roundtable**

The October Regional Roundtable location will most likely be held in Socorro at the Bodega Burger Co. and Lounge.

Randy is to check with Dr. Clint Richardson to see if he would be willing to speak again on a topic of his choice.

Randy indicated that he may not be allowed to attend so further decisions as to leader, presenter and location will be made not later than the August 14, 2018 Chapter Meeting.

### **V. New Business**

#### **A. Nomination of Prospective New Board**

No names were presented for nomination of new Chapter Board Members but the following volunteered to form a NM SWANA Grant H. Flint Scholarship Committee so we can actively respond to the SWANA International requests in early 2019.

- Marcia Pincus - Chair
- Braden Belliveau

#### **B. Heil, Texas Interest in NM SWANA Roadrunner Chapter Board**

Shirlene Sitton is to discuss with Heil, TX their interest in participating in the NM SWANA Chapter and report back to the board at a later meeting date.

### **VI. Committee Reports**

#### **A. Education**

Terry Nelson, Education Committee Chair, reported that the order for the 15 BlueRidge DVDs was placed and received. Terry notified Joan that they were now available for the Training Courses but she has not responded nor did she use the DVDs for the March Landfill Training Course.

Charles reported that he was looking into the possibility of what the license fee would be to



use SWANA International's MOLO course materials here in New Mexico.

Charles also plans to meet with Auralie Ashley-Marx, Joan Snider and Barry Huffer for them to look at new materials to make the classes better.

## **B. Communications**

Jerry Kamieniecki, Communications Chair, reported that the April newsletter was completed and published.

The next newsletter is scheduled for July 2018, with the following articles planned:

- Front page interview article - Braden Belliveau
- April 17 Regional Roundtable - Stephen Miceli and Douglas Shimic
- 2018 Road-E-O - Shirlene Sitton
- IB Report/WASTECON - Danita Boettner
- Plans for the September Joint Conference - Charles Fiedler
- BlueRidge DVDs available for viewing (perhaps)
- Important 2018 Dates to Save - JoAnne Weaver

## **C. IB Board**

Danita Boettner, IB Board Rep., reported the following:

- WASTECON is coming up in August 20-23, 2018, to be held in Nashville
- Modifications will need to be made to the By-Laws
- NM SWANA Chapter will need to change their fiscal year to coincide with SWANA International

Danita reported that she is waiting to hear when these changes need to be made, probably by December 2018, but this date might not be practical.

## **D. Membership**

Marcia Pincus, Membership Chair, reported that there are presently 104 NM SWANA Chapter members. However, there are approximately 12 behind in their dues and she plans to contact those behind in their dues since January and February 2018.

## **VII. Next Roadrunner Chapter Meeting**

Tuesday, June 12, 2018, 11 a.m. – 1:30 p.m., at the CABQ Open Space Visitors Center Conference Room.

## **VIII. Adjournment**

Randal Watkins, President, declared the meeting adjourned at 1:18 p.m.











