

**NM SWANA MEETING ROADRUNNER CHAPTER**  
**General Membership and Officers Meeting**  
 Tuesday, January 9, 2018  
 CABQ Open Space Visitors Center

Submitted by JoAnne Weaver, Executive Secretary  
 Reviewed by Douglas Shimic, Secretary - Jerry Kamieniecki, Communications Chair

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

**General Membership Attendance:** Braden Belliveau, Danita Boettner, Charles Fiedler, Jerry Kamieniecki, Stephen Miceli, Douglas Shimic, Randal Watkins, Colin Ross, JoAnne Weaver

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

Randal Watkins, President, called the meeting to order at 11:01 a.m.

**II. Approval of November 21, 2017 Meeting Minutes**

**MSC:** Charles Fiedler and Douglas Shimic to approve the November 21, 2017, chapter meeting minutes as presented.

**III. Approval of December 31, 2017 Treasurer's Report**

The Actual to Budget Summary and Balance Sheet reports for December 31, 2017 were presented for review by JoAnne Weaver, Executive Secretary, with the following ending balances:

**A. Balance Sheet (December 31, 2017)**

Rio Grande Credit Union Accounts	\$52,779.23	<i>Checking:</i> \$ 7,421.52 <i>Investors Club:</i> \$ 45,352.71 (\$50,336.07 – \$5,000 + \$16.64 interest) <i>Share Account:</i> \$5.00
Accounts Receivable	\$ 2,016.00	<i>Open Invoices:</i> \$2,602.60 – \$586.60 payments received = \$2,016.00
Funds received but not deposited	\$ 0.00	
Total Assets	\$54,795.23	

**B. Profit & Loss/Budget Summary (December 31, 2017)**

Total Income for December, 2017	\$ 1,051.24	Budget:\$ 2,527.00
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Total Expenses for December, 2017	\$ 2,735.77	Budget: \$2,800.00
Total Income Y-T-D	\$38,942.40	Budget:\$ 54,078.32
Total Expense Y-T-D	\$39,495.44	Budget:\$ 50,361.13
Profit (Loss) YTD	(\$ 553.04)	Budget:\$ 3,717.19

**MSC:** Charles Fiedler and Douglas Shimic to approve the December 31, 2017 financial reports as presented.

**C. Approve New Officers as Check Signers**

**MSC:** Charles Fiedler and Stephen Miceli moved that incoming officers, Randal Watkins, Stephen Miceli, Shirlene Sitton, Douglas Shimic and JoAnne Weaver be approved as check signers for 2018 and 2019.

**IV. Old Business**

**A. December 8, 2017 Annual Meeting Review**

Charles Fiedler noted the following:

- Good attendance with fifty-four registered with 50 attending
- Presentations were excellent and well received
- Four Table Sponsors for \$200 each
- The goal for 2018 is to build on the idea of table sponsors and raise the number or sponsors to six or eight.

There was discussion as to how to handle sponsorships in 2018 for the Road-E-O, the Joint Conference and the Annual Meeting. Decisions on 2018 Sponsorships will be placed on the February Board Meeting Agenda.

**B. Review of December 8, 2017 Regional Roundtable**

Charles Fiedler reported as follows:

- There was good participation in the discussion with new people involved.
- The layout of the room for the Roundtable was good for participation by all.
- The \$50 door prize was won by a CABQ Environmental Dept., employee.

**C. Plans for 2017 Financial Audit**

Jerry Kamieniecki agreed to contact Terry Nelson so that both could work on the financial audit for 2017.

JoAnne Weaver indicated she would have the records ready and delivered to Jerry so that work could begin within the two or three weeks.



#### **D. Plans for Ordering Lunch for the Board Meetings**

JoAnne Weaver agreed to use NM SWANA debit card to place the BOD meeting orders.

Charles Fiedler to send an email list to JoAnne Weaver so orders can be placed.

#### **E. Proposed 2018 Budget**

JoAnne Weaver presented the proposed 2018 budget for discussion and the following adjustments were made:

- At the request of Danita Boettner, the IB Rep line item will be raised to a total of \$5,000.
- To raise the fees for the four-day Landfill Operator Certification Training classes the following motion was made:

**MSC:** Danita Boettner and Charles Fiedler to approve that the March and September Landfill Class fees increase from \$250 to \$300 for these four-day classes.

#### **F. Discussion of Joint Conference Papers**

Charles Fiedler led the discussion on the September 24-26, 2018, Joint Conference Papers and the following was agreed upon by consensus:

- There needs to be a clearer understanding of division of duties and monies laid out in the MOU
- Sarah Pierpont and her staff will earn 10- 15 percent of the total budget in handling all administration of the conference.
- Income from the registrations will be posted as follows:
  - NM SWANA registrations will be considered income for NM SWANA
  - NMRC registrations will be considered income for NMRC
  - Registrants from members of both organizations will be equally divided

Charles Fiedler will meet with Sarah Pierpont to iron out the text and other issues of the Joint Conference Memorandum of Understanding. He will also discuss with Sarah the need to skim down the descriptions of the sponsorship levels.

#### **V. New Business**

##### **A. Determine Dates for 2018 E-Training Sessions**

At the suggestion of Jerry Kamieniecki the dates of March 6 and August 7, 2018 for the 2018 E-Training Sessions were agreed upon by consensus.

##### **B. Determine Dates for April and October Roundtables**

At the suggestion of Randal Watkins the dates of April 17 and October 16, 2018 for the 2018 Regional Roundtables were agreed upon by



consensus. Decisions for locations and leaders for these Roundtables will be placed on the February board meeting agenda.

### **C. Determine Dates for 2018 Annual Meeting**

JoAnne Weaver reported to the board that the second Friday in December is the 14th that is quite late for the Annual Meeting. The entire Embassy Suites hotel is already reserved on the first Friday of December for another organization.

It was agreed that JoAnne would attempt to arrange for the 2018 Annual Meeting to be held on the last Friday of November, November 30, 2018.

**Adm. Note:** JoAnne was able to reserve December 7, 2018, for the next Annual Meeting. The LaVentana Room was not available for November 30.

### **D. IB Representative Appointment**

**MSC:** Douglas Shimic and Stephen Miceli to approve the appointment of Danita Boettner to serve another year as the IB Representative.

## **VI. Committee Reports**

### **A. Education**

Upon the recommendation of Charles Fiedler and agreed upon by the consensus of the board the following motion was made:

**MSC:** Douglas Shimic and Charles Fiedler to approve that \$10,000 be added to the 2018 budget to pay two or three persons to rewrite the Landfill Operator Training Certification Manual.

Charles Fiedler will discuss with Auralie Ashley-Marx, SWB Chief, that NM SWANA has placed these additional funds in the 2018 NM SWANA budget to rewrite this manual.

Charles also offered to find persons to work on the rewriting of the landfill manual.

### **B. Communications**

Jerry Kamieniecki, Communications Chair, reported the March 2018 "Let's Talk Trash" newsletter will include the following articles:

- 2017 Annual Meeting and Regional Roundtable that Randal Watkins will write
- National 2017 Road-E-O participants that Shirlene Sitton will be asked to write
- Other articles that are recommended by board members

Jerry noted that the November 2017 newsletter was missing from the website.

Colin Ross, NM SWANA Webmaster, will replace the missing 2017 November Newsletter.



### **C. IB Board**

Danita Boettner, IB Representative reported the following:

- The International Board (IB) will be reduced from 70+ to 20+ representatives and will create an advisory board (AB) where all chapters will be a part of standard committees (e.g., policy, finance, planning, etc.).
- The Roadrunner Chapter will ultimately be part of a region (Region 2) that have similar environmental/political issues/challenges, including Arizona, Colorado, Utah and Nevada SWANA Chapters. From these Chapter representatives a regional representative will sit on the IB board. Remaining chapter representatives will sit on the AB and be involved in committees.
- There are Blackout Dates that the Roadrunner Chapter needs to be aware of due to being within a 500-mile radius of SWANA International event (this doesn't happen very often for us). We will be impacted as a result of SWANApalooza being in Denver (March 5-7, 2018) and WASTECON (October 2019).
- SWANA International received a clean high-ranking audit.
- Changes are being made to the SWANA International Bylaws due to the change in SWANA governance, which will be handed down to the Chapters so they can update their Bylaws accordingly. Chapters will then need to obtain the appropriate votes from the membership for acceptance. SWANA council will ultimately be assisting with crafting the language for both SWANA international and chapters to consider.
- One thing to consider is to move our officer term calendar to match that of SWANA International, which happens at WASTECON (September/October) as opposed to starting ours in December, which essentially causes the IB/AB to be initiated into the process mid-year (March/April).

### **D. Membership**

There was no report as Marcia Pincus, Chairman, was not present.

### **E. Safety Ambassador**

Charles Fiedler presented the Safety Minute regarding cold weather safely tips.

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

The next board meeting will be held on Tuesday, February 13, 2018, 11am – 1:30pm, at the CABQ Open Space Visitors Center Conference Room.

### **VIII. Adjournment**

Randal Watkins, President, declared the meeting adjourned at 1:12pm.

