

**NM SWANA MEETING ROADRUNNER CHAPTER
General Membership and Officers Meeting**

Tuesday, February 21, 2017

Open Space Visitors Center, City of Albuquerque

Submitted by JoAnne Weaver, Executive Secretary

Reviewed by Stephen Miceli, Secretary and Jerry Kamieniecki, Communications Chair

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

General Membership Attendance: Danita Boettner, Jake Daugherty, Charles Fiedler, Jerry Kamieniecki, Stephen Miceli, David Robinson, Shirlene Sitton, Joan Snider, Randal Watkins, Deborah Weaver and JoAnne Weaver

Call to Order: SWANA NM RR Chapter Business Meeting

President Charles Fiedler called the meeting to order at 11:07 am.

Approval of January 17, 2017 Meeting Minutes

MSC: Stephen Miceli and Randal Watkins to approve the January 2017 Chapter meeting minutes.

Approval of January 31, 2017 Treasurer's Report

Joan Snider, Treasurer, presented the Actual to Budget Summary and Balance Sheet reports for January 31, 2017 for review.

A. Balance Sheet (January 31, 2017)

Rio Grande Credit Union Accounts	\$50,553.78	Note: The Investment Account earned \$14.32 Interest
Accounts Receivable	\$3,890.00	Note: \$3,800 Open Invoices +\$90 Annual Meeting Invoices
Funds received but not deposited	\$1,000.00	PayPal receipts posted on 2/2/17
Total Assets	\$55,443.78	

B. Profit & Loss Statement (January 31, 2017)

Total Income for January, 2017	\$6,073.32	Budget: TBD
Total Expenses for January, 2017	\$7,177.13	Budget: TBD
Total Income 2017	\$6,073.32	Budget: TBD
Total Expense 2017	\$7,177.13	Budget: TBD
Profit 2017	<\$1,103.81>	Budget: TBD



MSC: Randal Watkins and David Robinson to approve the January 31, 2017 financial reports as presented.

Old Business

A. Proposed Budget*

JoAnne Weaver presented the revised, proposed budget, which incorporated the changes agreed on at the January BOD meeting.

MSC: Shirlene Sitton and Stephen Miceli to approve the 2017 Budget.

B. Student Scholarships

Charles Fiedler summarized the discussion of the possibility of setting up a student scholarship program for university students interested in going into the solid waste field. Danita Boettner reiterated the amount of work a scholarship program would take, based on her experience with the scholarship program sponsored by the Society of Women Engineers. It takes a lot of time to set up the criteria for the scholarship program. Also, she said that it was difficult to sell a value proposition to prospective scholarship applicants.

Shirlene Sitton suggested that a scholarship program not be limited to engineering students, but include other students studying programs that could lead to a career in solid waste management, e.g. environmental science, geology, or business management.

David Robinson agreed to convene a scholarship committee meeting, which would include Marcia Pincus and Kristina Gallegos-McCaffrey.

C. Executive Secretary's Retirement

JoAnne Weaver has prepared a document detailing the Executive Secretary's duties and presented bound copies of this manual to the Chapter Officers (one copy is also in the office file records).

Charles Fiedler reported his conversation with the TX SWANA chapter regarding the Star Chapter platform. Star Chapter is a web platform only and does not have the capacity to do all the things JoAnne has been doing for the NM SWANA chapter.

Charles asked that the Executive Committee meet to develop a draft RFP for someone to replace JoAnne. The draft RFP will be circulated to the directors and then published. Deborah Weaver offered to help distribute the RFP via her business network. The Executive Committee will then review proposals received and recommend a person or company to hire.

JoAnne indicated that she would stay on for a month or two to allow time to hire a new Executive Secretary.



New Business

A. eTraining Session (March 7, 2017)

Jerry Kamieniecki reported that the March 7, 2017 eTraining Session would be held at the Open Space Visitors Center. The webinar will be, "The Use of GPS to Improve Landfill Performance." Jerry will print a copy of the webinar slides for the attendees. He has received approval from NMED for two (2) CEUs. JoAnne Weaver will email a sign-in sheet and CEU certificates to Charles Fiedler to print and take to the eTraining Session. Charles will arrange for food, and JoAnne will send him a headcount the Monday before the meeting.

B. Roundtable (April 18, 2017)

Charles Fiedler reported that the April 18, 2017 Roundtable is scheduled to be held at the Chaparral Collection Center. Charles said that the Center might also be a sponsor.

C. Road-E-O (May 6, 2017)

Randal Watkins brought with him an article on the Road-e-o for the newsletter, last year's sponsorship level, and a report on last year's income and expenses.

Shirlene Sitton suggested that this year, the Chapter focus on event sponsors rather than sponsorship levels, e.g. meal sponsors for the various events.

Charles Fiedler asked that Shirlene bring her recommendations to the Road-e-o committee, which consists of Randal Watkins, Danita Boettner, Shirlene Sitton, and Joan Snider.

Charles asked that JoAnne Weaver send out a "Save the Date" blast email for the Road-e-o.

Committee Reports

A. Education Committee Report

JoAnne Weaver reported on the registration numbers for upcoming trainings.

- Landfill Operator Course (March): 22 registrations
- Transfer Station Operator Course (June): 16 registrations
- Collection Center Course (August): 2 registrations
- Landfill Operator Course (September): 3 registrations
- Transfer Station Operator Course (November): 2 registrations



B. Communication Committee Report

Jerry Kamieniecki gave a deadline of Friday, February 24 for articles for the next newsletter. He added the Road-E-O, "Save the Date" and a blurb regarding the JOB Postings on the NM SWANA website to his list of articles.

C. SWANA International Board (IB)

Danita Boettner reported that she has joined the IB Recycling and Landfill Gas Technical Committees. She will bring an arid perspective to the work of these committees.

She also reported on the status of various position papers. The custodial care position paper has been sent back to committee. The position paper on alternating solid-waste collections with recycling pickup is being developed.

Finally, she said that SWANA International is working on hiring a Technical Editor to provide standardized formatting and improved readability to position papers and to add search engine optimization to online publications.

D. Membership

Marcia Pincus, who was unable to attend, sent out the current membership log with members coming up for renewal highlighted.

E. Safety Ambassador Initiatives

David Robinson reported that after receiving the small "Slow Down to Go Around" stickers from SWANA International, he arranged a discounted rate (50% off) for larger stickers from the manufacturer. He had hoped that CABQ Solid Waste would purchase these for collection trucks. However, they did not agree to do this.

Adjournment

The meeting was adjourned at 1:28 pm

Next Meeting: The next board meeting will be held on Tuesday, March 21, 2017, at the CABQ Open Space Visitors Center beginning at 11:00 a.m.

