

NM SWANA MEETING ROADRUNNER CHAPTER
General Membership and Officers Meeting
 Tuesday, November 21, 2017
 CABQ Open Space Visitors Center

Submitted by JoAnne Weaver, Executive Secretary
 Reviewed by Steve Miceli, 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, Charles Fiedler, Jerry Kamieniecki, Stephen Miceli, Marcia Pincus, Doug Shimic, Randal Watkins, Deborah Weaver, JoAnne Weaver

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

Charles Fiedler, President, called the meeting to order at 11:06 a.m.

II. Approval of September 12, 2017 Meeting Minutes

Corrections: V.A.1, MSC: Steve Miceli and Shirlene Sitton to **approve** contract...**2, second paragraph**, Charles will be attending the upcoming Landfill Class as a Presenter and will assess its **quality of interaction and current relevance**.

MSC: Marcia Pincus and Jerry Kamieniecki to approve the September 12, 2017 chapter meeting minutes as amended.

III. Approval of October 31, 2017 Treasurer's Report

The Actual to Budget Summary and Balance Sheet reports for October 31, 2017 were presented for review by Stephen Miceli, Treasurer, with the following ending balances:

A. Balance Sheet (October 31, 2017)

Rio Grande Credit Union Accounts	\$ 52,869.41	<i>Checking:</i> \$ 2,546.96 <i>Investors Club:</i> \$ 50,317.45 (\$50,298.22 + \$19.23 interest) <i>Share Account:</i> \$5.00
Accounts Receivable	\$ 3,290.80	<i>Open Invoices:</i> \$ 3,290.80 (\$6,140.80 – \$3,350.00 payments received + \$500.00 new invoices)
Funds received but not deposited	\$ 1,250.00	Training income received on October 31, 2017
Total Assets	\$ 57,410.21	



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

Total Income for October, 2017	\$ 686.23	Budget: \$ 852.00
Total Expenses for August, 2017	\$ 1,590.76	Budget: \$ 1,670.00
Total Income Y-T-D	\$34,283.54	Budget:\$ 51,509.32
Total Expense Y-T-D	\$34,057.52	Budget:\$ 45,599.13
Profit Year-to-Date (YTD)	\$ 226.02	Budget:\$ 5,910.19

MSC: Danita Boettner and Marcia Pincus to approve the October 31, 2017 financial reports as presented.

IV. Old/Other Business

A. Board Planning Day Retreat (November 7)

Charles Fiedler distributed the NM SWANA Strategic Planning Update as follows:

Mission: NM SWANA inspires and supports solid waste professionals to responsibly manage solid waste resources.

Core Values: In carrying out its mission NM SWANA programs and activities will be guided by its core values:

- Professionalism: we will treat each other, our clients and partners, and our environment with respect, integrity, reliability and competence; and
- Stewardship: we will ensure that our programs and actions promote and enhance health and safety and responsible care for our environment.

Strategic Initiative:

- Advocacy
- Operator (Landfill, Transfer Station and Collection) Training
- Training Teams addressing:
 - Monitoring/Site Evaluations
 - Assess Facility Operations
 - Professional Guidance

B. Regional Roundtable Report (October 17, 2017)

Jerry Kamieniecki reported as follows:

The NM Roadrunner Chapter of SWANA hosted a Regional Roundtable Meeting on Tuesday, October 17, 2017 at the Nancy Rodriguez Center in Santa Fe. Twenty-seven (27) people attended



this Meeting, which consisted of presentations, a question and answer period, lunch, and an interactive discussion among the attendees.

The speakers were Mr. Eric Lucero of the City of Santa Fe's Environmental Services Division, and Mr. Terry Watkins of Rubicon Global, who gave a presentation entitled, *Increasing Solid Waste Collection and Diversion Efficiency Using Technology*.

C. Annual Meeting Agenda and Plans Update (December 8, 2017)

Randal Watkins reviewed the agenda and noted that Steevie Bereiter of Waste Management has been transferred out of state and will not be able to give the DriveCam presentation

Steve Miceli offered to try to find a replacement to present the DriveCam presentation.

JoAnne noted that there is no one who scored 100% on any of the training class certification exams so that last item of presentation of awards will be removed from the agenda.

The final agenda along with changes and registration opportunities for guests as well as sponsors will be sent out on Monday, November 27, 2017.

D. Menus for the Annual Meeting (December 8, 2017)

JoAnne presented menus for the breakfast and the buffet lunch as follows:

The Continental Breakfast will be served at a total cost of \$19.95 per person.

It was decided by consensus that the Home on the Range Buffet would be ordered for lunch along with a mixed green salad to add more items for vegetarians. The total cost per person will be \$34.95.

E. Administrative Contract

JoAnne announced to the board that DGS would continue to service the NM SWANA Roadrunner Chapter due to Deb's cancer of 10 years ago had metastasized in her bones and she would be undergoing chemotherapy making it unable for her to take the role of Executive Secretary on a regular basis.

V. New Business

A. Determine Board Meeting Dates for 2018

It was agreed by consensus that the board will meet the second Tuesday of the following months:

January 9, February 13, March 13, May 8, June 12, August 14, and November 13, 2018

Action: JoAnne to set up these dates with the Open Space Visitors Center office.

B. Form Audit Committee to Review the 2017 Financial Books

It was agreed by consensus that Charles will ask the following to serve as an Audit Committee: Joseph Ellis and Tom Parker.



C. Report on Findings for 2018 Training Courses Venues

JoAnne reported to the board that the least expensive venue, Sheraton Hotel at Louisiana and Menaul, would charge \$250 per day for a room that would seat 60-persons. No venue will allow coffee and snacks to be brought into the classroom.

Action: JoAnne to call back to the Wyndham Hotel to see if they will make accommodations for these courses in March, June, September and November.

Administrative Note: After leaving four messages with The Wyndham Hotel sales staff no calls were returned.

D. Contract for the September 24-26, 2018 Joint NM SWANA and NMRC Conference

Charles noted to the board that Sarah Pierpont will be sending him a copy of the Contract with the Marriott Uptown Hotel for the 2018 Conference to be signed by both organizations and returned to the hotel by Friday, November 24. A new MOU is also being prepared for both boards to sign.

Several board members noted concerns regarding working with NMRC for the 2018 Joint Conference as follows:

- Better communication is needed from NMRC to NM SWANA
- Registrations for the Monday NM SWANA course needs to be handled by our Executive Secretary
- Vendors were confused in 2016 as to who they should be communicating with
- Roles by both boards need to be spelled out so that NM SWANA is not criticized for not carrying out their responsibilities

Charles stated that Sarah Pierpont wants to simplify how vendors and profit sharing is handled and that he will be sharing the MOU with the board before it is signed.

VI. Committee Reports

A. Education

Terry Nelson was not able to be present.

JoAnne Weaver said that there were 36 registrations to date for the November Transfer Station Operators Certification class.

B. Communications

Jerry Kamieniecki reported that the November newsletter articles are ready to be designed by DGS and is scheduled to be published by November 28, 2017. Jerry also noted that the Annual Meeting registration banner is active on the website.



C. IB Board

Danita Boettner announced that there would be a policy and regional call in December.

A SWANApalooza will be held in Denver, CO March 5-7, 2018.

D. Membership

Marcia Pincus reported that she is requesting that better access be setup for Chapters to access membership reports

E. Safety Ambassador

As David Robinson was not present, there was no report.

VII. Next Roadrunner Chapter Meeting

Tuesday, January 9, 2018, 11am – 1:30pm, at the CABQ Open Space Visitors Center Conference Room.

VIII. Adjournment

Charles Fiedler, President, declared the meeting adjourned at 1:17pm.

