

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

Tuesday, May 16, 2017

Open Space Visitors Center, City of Albuquerque

Submitted by JoAnne Weaver, Executive Secretary
Reviewed by Stephen Miceli, Secretary

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

General Membership Attendance: Danita Boettner, Charles Fiedler, Stephen Miceli, Andy Miller, David Robinson, Shirlene Sitton, Randal Watkins, Deborah Weaver and JoAnne Weaver

Administrative Note: According to the current Bylaws here is the definition of a quorum for board meetings. We have voting members (5 officers and 4 committee chairs). Therefore, we have a quorum when 5 of the aforesaid individuals are in attendance.

3.2 The Board of Directors shall have full control of the affairs of the Chapter, subject to the approval of the slate of **six Officers and four Chairmen** by the general membership at regular annual meeting. The President, or in his/her absence, the Vice President shall be the Chairman of the Board of Directors and shall preside at all Board Meetings. The Board shall meet at the Call of the Chairman and shall hold meetings not less than four times yearly. All questions, except the removal of officers, directors, and members, shall be decided by a majority vote of the Board of Directors. **A simple majority of the Board of Directors shall constitute a quorum.**

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

President Charles Fiedler called the meeting to order at 11:06

Safety Minute: David Robinson provided the Safety Minute. He reminded everyone that facilities should be working with their employees to prevent heat stroke by wearing hats and long-sleeved shirts during New Mexico's hot summer months.

II. Approval of March 21, 2017 Meeting Minutes

MSC: Danita Boettner and David Robinson to approve the March 21, 2017 Chapter meeting minutes as presented.

III. Approval of April 30, 2017 Treasurer's Report

In the absence of Joan Snider, Treasurer, JoAnne Weaver, Executive Secretary, presented the Actual to Budget Summary and Balance Sheet reports for April 30, 2017 for review.

A. Balance Sheet (April 30, 2017)

Rio Grande Credit Union Accounts	\$53,145.18	
Accounts Receivable	\$8,536.60	\$2,160 Road-E-O invoices +\$6,376.60 training invoices
Total Assets	\$61,681.78	



JoAnne pointed out that this is the first spring where the chapter hasn't had to transfer monies from the reserve savings (Investors Club) account. She also mentioned that more Road-E-O invoice payments have been received since the end of April.

B. Profit & Loss Statement (April 30, 2017)

Total Income for April 2017	\$3,627.87
Total Expenses for April 2017	\$5,258.08
Total Income Y-T-D	\$21,661.46
Total Expense Y-T-D	\$17,423.87
Profit Y-T-D	\$4,237.59

MSC: Danita Boettner and Randal Watkins to approve the April 30, 2017 financial reports as presented.

IV. Old Business

A. Report of the 2017 Road-E-O

Charles Fiedler reported that the event went smoothly in large part because of the assistance of Randall Kippenbrock's staff. Randall was also a great help in raising funds for the event. Many in-kind donations really helped as well.

B. Report of the April 18, 2017 Regional Roundtable

Charles Fiedler reported that there were 10-12 attendees including Board members. This included people from El Paso, who provided an interesting perspective to the discussion. The Roundtable included a video tour of the new Chaparral Collection & Recycling Center in Doña Anna County.

The October 2017 Regional Roundtable will be held in Santa Fe. Shirlene Sitton and Danita Boettner are in charge of arrangement for this event.

C. Update on the Executive Secretary's Positions

Charles Fiedler said that there were no responses to the RFP that was sent out by many different channels. Deborah Weaver wondered if this was because many people who provided executive support like JoAnne Weaver has been doing, are more used to responding to job postings rather than RFPs.

Charles said that DGS in the persons of JoAnne Weaver and Deborah Weaver, who will gradually be taking on more of the workload from JoAnne, have agreed to continue fulfilling the Executive Secretary's role through the end of 2017. At that time, the parties will revisit to see if Deborah will be interested in and willing to be the lead for the Executive Secretary's duties. In the meantime, Charles has several others in mind that might be interested if the parties agree to hire someone else at that time.



D. Date/Location for the July 2017 BOD Retreat

Marcia Pincus was unable to attend the meeting at the last minute. She did, however, send an email to Terry Nelson, and Randal Watkins regarding her efforts to secure the Zen Center in Jemez Springs for the retreat at a cost of \$50/person. The cost includes a conference room, lunch and use of the hot springs. She reported that the Zen Center is available the first week in July, and she suggested July 5th, 6th, or 7th. Several board members said they will be unavailable those dates because of family obligations.

After asking for Board members availability in July, Charles Fiedler asked Randy to get back with Marcia to see if the Zen Center is available any day the week of July 10th. Charles said that Fenton Lake has a facility, which might be available if the Zen Center is not.

Charles asked if the Board wanted a facilitator for the retreat. It was agreed that it was helpful to have someone outside the group facilitate the meeting. Several names were mentioned: Joseph Ellis, Tom Parker, or English Bird. Charles will reach out to them.

V. New Business

A. 2018 Road-E-O

Randall Kippenbrock has agreed to be the 2018 Road-E-O chair as Randal Watkins will be busy with his duties as President. Tom Parker will be the sub-chair for Landfill Events and Shirlene Sitton will be the sub-chair for Collections events.

Danita Boettner pointed out the need to start recruiting sponsors much earlier than we have the last couple of years. This will be easier if the date of the 2018 Road-E-O is set earlier than it was this year.

Danita also suggested a session to discuss lessons learned. Shirlene suggested that this be the first item of business for the 2018 Road-E-O committee. Charles also suggested this be an agenda item at the Annual Board Retreat.

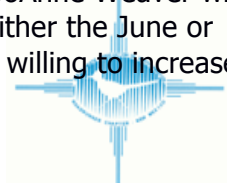
VI. Committee Reports

A. Education Committee Report

Terry Nelson was unable to attend the meeting. Charles Fiedler said that here hadn't been any progress on the issue of offering an asbestos class.

Andy Miller took a local 40-hour asbestos course that he said was very good. Charles said that if the course was good, there was no need for NM SWANA to develop another one. We need to be aware of when this course is offered locally so that we can answer inquiries about asbestos training.

Charles recommended that the CCC Class scheduled for August be cancelled because NMED is short-staffed and because only 4 people have signed up for the class. JoAnne Weaver will reach out to the people registered for the CCC Class and move them to either the June or the November Transfer Station class. Layne Duesterhaus (NMED-SWB) is willing to increase the capacity of the class to accommodate those individuals.



Charles reported that NMED-SWB might have to cut back to offering the transfer and Landfill classes only once each in 2018 due to a hiring freeze affecting all state agencies. NMED-SWB has lost several critical employees who will not be replaced in the foreseeable future due to the hiring freeze.

Charles noted that the Board needs to think about how the Chapter can assist NMED-SWB with setting up the training courses. JoAnne Weaver suggested the Chapter take over the logistical planning for the training.

B. Communication Committee Report

Jerry Kamieniecki was not in attendance. JoAnne Weaver reported that Chapter approved a budget for three newsletters for March, July and November. Together, the Board developed an outline for the July newsletter. It is in the first column of the table below.

Administrative Note: Here is a table JoAnne will use to coordinate the newsletter contents. With Jerry and Charles.

Title	Added Info	Author(s)	Confirmation
Front-page Interview	Shirlene Sitton	Jack Chappell	Confirmed
April 18 RT	Report of the RT	Charles Fiedler	Confirmed
October 17 Roundtable	Announce Location and Topic	Shirlene Sitton	Confirmed
2017 Road-E-O	PR Story/Winners	Randy Watkins/ Charles Fiedler/	Confirmed
2017 Road-E-O	Photos	Randall Kippenbrock	
2018 Road-E-O	Announcement of Location and Date	Randall Kippenbrock	
March 5, 2017 eTraining Session	Report	Jerry Kamieniecki	
August 1, 2017 eTraining Session	Announcement Location/Topic	Jerry Kamieniecki	
2017 Annual Meeting	Announce Date Location & Times	JoAnne Weaver	Confirmed
Remaining 2017 Calendar Events		JoAnne Weaver	Confirmed
NM Raid Alliance		Steve Miceli	Confirmed
What's Going On At SWANA		Danita Boettner	Confirmed



Articles Due for Edit: Friday, July 7, 2017, to jerrykammo@gmail.com & <mailto:jlw505nm@gmail.com>

Edited Articles to Designer, deniseweaverross@gmail.com: Friday, July 14, 2017

Publishing Date: Tuesday, July 18, 2017

C. International Board Representative Report

Danita Boettner reported that the membership of SWANA International has surpassed the 9,000-member mark for the first time. It has grown by more than 800 members of the last two years.

Danita also reported on SWANA International Advocacy work, specifically NSPS. SWANA International has also been working with the EPA on Landfill Gas/Biogas regulations. SWANA International has also entered into a Memorandum of Understanding (MOU) with the Association of State and Territorial Waste Management Officials.

Danita reported that the International Board (IB) is discussing how to make the board smaller and therefore, more efficient. They are talking about reducing the size from 70+ seats to approximately 25. This reduced-sized board would meet three times per year. There will likely be a General Assembly that would meet once a year at WASTECON. The reduction would result in a regional representative communicating the voice of the state chapters. The General Assembly will likely be a mechanism to allow all chapters to be informed as to where the IB and SWANA are headed. The IB is also discussing creating 13 regional representatives, increasing the number from the current 5 representatives on the executive committee. The tentative plan is for New Mexico to be in a region with Arizona, Nevada, Utah, and Colorado.

Danita said that she has voiced concern re: smaller chapters losing their voice in the changes in governance structure. As it is not fully clear at this point what role Chapter Representative will play. She also voiced concerned re: the process of selecting the representative. The question is whether this will be a membership vote or a vote/rotation amongst the elected Chapter Representatives.

On the other hand, Danita said that she sees several good things in the regional structure:

- The proposed region has similar environmental and operational issues as the other states and Chapters in the proposed region (e.g., issues unique to arid states)
- The new region provides an opportunity for a regional collaboration (e.g., regional symposiums, networking, etc.)
- Chapters may be asked to support the regional rep in attending the required meetings 3 times a year.



Finally, Danita asked that a two-year training schedule be put on the Chapter website. This is a tool in helping SWANA International understand what our Chapter does and in an effort to not to conflict with SWANA events (e.g., WASTECON, SWANApalooza, etc.). She is keeping an eye on how our state certification trainings could be affected as policies are created; however, at this time it is not an issue.

D. Membership

In an email, Marcia Pincus reported that she has left three messages for Estela Martinez at SWANA headquarters, asking about backup information for membership fees received. JoAnne and Deborah Weaver need to know the names of members who have paid their fees in order to update the Chapter's membership records.

E. Safety Ambassador

David Robinson, the Chapter Safety Ambassador, gave the Safety Minute at the beginning of the meeting.

VII. Next Meeting

The next board meeting will be held on Tuesday, June 20, 2017 at the CABQ Open Space Center beginning at 11:00 a.m.

VIII. Adjournment

The meeting was adjourned at 1:00 p.m.

