

NM SWANA MEETING ROADRUNNER CHAPTER
General Membership and Officers Meeting
 Wednesday, November 9, 2016
 CABQ Open Space Visitors Center

Submitted by JoAnne Weaver, 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: Charles Fiedler, Kristina Gallegos-McCaffrey, Jerry Kamieniecki, Marcia Pincus, Shirlene Sitton, Joan Snider, Randal Watkins, Deborah Weaver and JoAnne Weaver

I. Call to Order: SWANA NM RR Chapter Business Meeting-Charles Fiedler, President

President Charles Fiedler called the meeting to order at 12:02.

II. Approval of August 9, 2016 Meeting Minutes

Correction #1: VI.A.2, Bullet 4, Sub-bullet 1: The course focused on listening, reading slides, and looking at the textbook **created by SWANA International.**

Correction #2: VI.C, Bullet 2: ...Jerry agreed to run the membership video **if he could** before the eTraining session to be held on August 16.

MSC: Shirlene Sitton and Randal Watkins to approve the August 9, 2016 chapter meeting minutes as amended.

III. Approval of October 31, 2016 Treasurer's Report

The Actual to Budget Summary and Balance Sheet reports for October 31, 2016 were presented for review by Joan Snider, Treasurer, with the ending balances as follows:

A. Balance Sheet (April 30, 2016)

Rio Grande Credit Union Accounts	\$44,367.93	Checking: \$5,234.73 Investors Club: 7/31/16-\$39,093.69 +\$34.51 interest = \$39,128.20 Share Account: \$5.00
Accounts Receivable	\$ 1,325.00	<i>Open Invoices:</i> \$3,325 <i>2016 Credit Memos:</i> \$2,000 (to be used by December 31, 2017)



Funds received but not deposited	\$ 500.00	
Total Assets	\$46,192.93	

B. Profit & Loss Statement (April 30, 2016)

Total Income for October, 2016	\$3,102.63	Budget: \$5,235.00
Total Expenses for October, 2016	\$ 331.47	Budget: \$2,270.00
Total Income Y-T-D	\$32,792.87	Budget: \$52,345.00
Total Expense Y-T-D	\$32,146.21	Budget: \$42,320.00
Profit Year-to-Date (YTD)	\$ 646.66	Budget: \$10,025.00

MSC: Marcia Pincus and Randal Watkins to approve financial reports as presented.

IV. Old/Other Business

A. September Joint Conference Report*

Charles Fiedler presented the Joint Conference report (see attached) on behalf of Terry Nelson, who was unable to attend this meeting. He reported that the conference received positive feedback from attendees and exhibitors. NMRC agrees that a joint conference is better than NMRC presenting a conference alone. They would like to do this again in two years.

Charles thanked Kristina Gallegos-McCaffrey for stepping up to help with conference prep Monday afternoon while other Chapter members were involved in the pre-conference tours.

Charles said that in the future conference sponsorships will be rolled together into one "pot," rather than keeping each organization's sponsorship dollars separate. The monies remaining after conference expenses will then be split by the two organizations.

Joan Snider suggested that the Chapter focus on obtaining Chapter sponsors rather than event sponsors to cover other events such as the Road-E-O and the Annual Meeting.

Joan noted that NM SWANA's presence wasn't as visible as it could be. For example, the Survey Monkey evaluation said, "How did you like the NMRC conference," with no mention of NM SWANA. Marcia agreed and recommended that the SWANA mission statement be included in the conference flyer.

Charles would like to have more Chapter members participate on the planning board for the conference. JoAnne Weaver said that because NMRC handled all the registration, including for the SWANA-sponsored pre-conference training and tours, she found it difficult to answer questions from Chapter members and to address their issues.



B. eTraining Session (August 16, 2016) Report

Jerry Kamieniecki reported that there were about 12 attendees at the August 16, 2016 eTraining Session. SWANA ED/DEO David Biderman originally gave the presentation titled "Ten Things You Should Do to Improve Worker Safety" on June 16, 2015. Even though the slides and audio were recorded in separate files, Jerry was able to manually synchronize the slides with the audio.

C. Regional Roundtable (October 13, 2016) Report

Charles Fiedler reported that about 20 people attended the Roundtable, which was held at Bodega Burger restaurant with Dr. Clint Richardson, NM Tech faculty, discussing hot button issues regarding permit applications. He currently has a contract with NMED to conduct technical reviews of permit applications for the Solid Waste Bureau (SWB).). There was good discussion and information sharing.

D. Annual Meeting & Roundtable (December 9, 2016)*

Randal Watkins distributed the draft agenda for the Annual Meeting and requested feedback. JoAnne Weaver asked that the final agenda be sent to her by Friday, November 11, 2016 so that DGS can prepare the e-Blast to go out on Monday. Administrative Note: The final agenda, which is attached, went out on time on Monday, November 14, 2016.

Charles Fiedler said that the Solid Waste Bureau staff would be invited to attend the annual meeting as guests of the Chapter. The total cost of the Annual Meeting and Roundtable to the Chapter is usually \$5,000 in expenses less income received.

Charles recommended that the Chapter recognize Connie Pasteris, who is retiring from the Solid Waste Bureau, be recognized for her long term of service to the solid waste industry. It was suggested that a certificate of recognition be awarded to her, along with a \$50 gift card. Charles will work with JoAnne to arrange this.

Shirlene Sitton recommended less time be allotted for lunch than last year so that attendees can get on the road if they do not choose to stay for the Regional Roundtable. It was agreed that 30 minutes would be allotted for lunch. The Roundtable can commence while people are still eating.

Charles will apply for the CEUs for the Annual Meeting and Roundtable.

V. New Business

A. Student Scholarships

Charles Fiedler reported that David Robinson has recommended that the chapter provide a \$500 scholarship for two years for a student in Dr. Richardson's program at NM Tech or an equivalent program at another NM university. Joan Snider expressed a concern that budgetary constraints might cut into reserves. (There is currently about \$35,000 in the Investment Account). Joan recommended looking for other sources of income to offset the cost of the scholarships.



B. 2017 BOD Meeting Dates

Charles Fiedler said that his schedule prevents him from attending a meeting on the 2nd Tuesday of the month as has been customary. After some discussion, it was agreed that the 2017 BOD meetings would be held on the 3rd Tuesday of the month. JoAnne Weaver will coordinate with David Robinson to schedule the meetings for 2017 at the CABQ Open Space Visitors Center.

C. Executive Secretary's Retirement – March 31, 2017

JoAnne Weaver has announced her retirement on March 31, 2017. She said that her business partner, Denise Weaver Ross, would like to continue doing the website, newsletter, and e-Blasts. JoAnne will send a list of her responsibilities to the BOD members.

Deborah Weaver suggested the BOD hire an agency specializing in non-profit bookkeeping to take over that part of JoAnne's responsibilities. She recommended Urbielewicz, Murphree CPAs, PC. She will get in touch with Karen Urbielewicz to find out if her agency would be interested in submitting a proposal.

VI. Committee Reports, 2016

A. Education

Joan Snider reported for Terry Nelson, who was unable to attend. The last training for 2016 will be the Transfer Station Operator Certification class to be held in Deming. JoAnne Weaver reported that 35 are registered and the class has been closed.

The training schedule for 2017 will be released in early January.

B. Communications

Jerry Kamieniecki reported that the next newsletter will be published in January 2017. Jerry has a preliminary list of articles and will be contacting Chapter members requesting volunteers.

C. International Board

There was no report as Danita Boettner was unable to attend this meeting.

D. Membership

Marcia Pincus reported that she has received a new list with 89 members. There are 6 new members, and 2 who are no longer members; Marcia will follow up with the latter. She will send a copy of the list to JoAnne Weaver. Marcia said she is still working on following up on a list of people who are not members.

E. Safety Ambassador

There was no report as David Robinson was not able to attend this meeting.



VII. Next Roadrunner Chapter Meeting

The next meeting of the Chapter is tentatively scheduled for Tuesday, January 17, 2017 at the CABQ Open Space Visitors Center. A confirmation email will be sent out closer to that date.

VIII. Adjournment

Charles Fiedler, President, declared the meeting adjourned at 1:59 pm.



2016 Joint Conference Wrap-up Summary

Attendees 199 in Total – 17 of which were for the awards ceremony only

Speakers - 51

Tour Attendees - 59

NMED - 10 CEU Credits Offered

Total Room Nights-124 (we only needed 40 to meet our requirements)

Tribal rural community scholarships awarded - 15

Exhibitors - 20

Total Sponsors - 23

Recycling and Solid Waste Awards Presented - 6

Volunteers from both boards were amazing! Thank you!

Also, the attached spreadsheet shows the distribution of funds. This comes to NMRC writing a check to SWANA for \$10,331. We presented these numbers at our board retreat last week and the board approved them. However, I am waiting on a few payments to come in before I cut the check (City of Santa Fe, plus a few other training funds and Wagner's exhibitor booth).

Sarah Pierpont
 NMRC Executive Director

2016 NM Recycling & SW Conference

Final Scenario (assuming all accounts receivable received)

NMRC to SWANA

SWANA Sponsor \$	\$9,275.00
SWANA Exhibitors (Golden + Wagner)	\$925.00
SWANA Sept 26 Training	\$1,425.00
10% Sponsor Admin fee to NMRC	\$(927.50)
Exhibitor Expenses (\$112 per booth)	\$(224.00)
10% Training Admin fee to NMRC	\$(142.50)

TOTAL NMRC to SWANA \$10,331.00

NMRC profit to date (October staff expenses not included) \$21,479.64

NMRC Total sponsor income \$27,855.00

This = NMRC paying 23% of its sponsorship to conference coordination/expenses



NM SWANA ROADRUNNER CHAPTER
ANNUAL MEETING AGENDA
FRIDAY DECEMBER 9, 2016
Meeting Theme: Safety

- 8:30 to 8:35 Safety Minute
David Robinson, NM SWANA Safety Ambassador
- 8:35 to 9:15 Electrical Safety
David Charlesworth, DC Environmental
- 9:15 to 9:45 HHW Presentation “Buckman Road Recycling and Transfer Station HHW
Collection Center”
Randall Kippenbrock, P.E., Executive Director
Santa Fe Solid Waste Management Agency
- 9:45 to 10:30 Keynote Speaker – SHAR/Consultation/Compliance Assistance
Lisa Spahr, CSP, Consultation Program Manager
Mike Gonzales. Consultant
New Mexico Occupational Health and Safety Bureau
- 10:30 to 10:45 BREAK
- 10:45 to 11:00 NM SWANA update, summary of chapter financials
Charles Fiedler, President, NM SWANA Roadrunner Chapter-Confirmed
- 11:00 to 11:15 NEW RULES UPDATE – New Source Performance Standards (NSPS)
Marcia Pincus, SCS Engineers
- 11:15 to 12:00 2016 NMED-Solid Waste Bureau Update
Auralie Ashley-Marx, Bureau Chief, NMED-SWB and staff
- 12:00 to 12:15 NM SWANA Training Awards – Joan Snider
- 12:15 to 1:00 LUNCH & NETWORKING

REGIONAL ROUNDTABLE AGENDA

- 1:00 to 1:45 Roundtable Introductions and Requested Topics
- 1:45 to 3:00 Open Discussion
- 3:00 Roundtable \$50 Raffle Drawing (must be present to win)



