

**NM SWANA Roadrunner Chapter
General Membership and Officers Meeting**

Tuesday, January 14, 2014
NMED District 1 - Sandia Room

Submitted by JoAnne Weaver, Executive Secretary

Reviewed by Randal Watkins, Secretary and Jerry Kamieniecki, Communications Chairman

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

General Membership Attendance: Travis Apodaca, Danita Boettner, Charles Fiedler, Jerry Kamieniecki, Terry Nelson, Connie Pasteris, Marcia Pincus, David Robinson and JoAnne Weaver.

I. Call to Order and Welcome

President David Robinson called the meeting to order at 11:09 a.m.

II. Approval of November 12, 2013 Membership and Officers Meeting Minutes *

MSC: Charles Fiedler and Terry Nelson and David Robinson to approve the November 12, 2013 meeting minutes as written.

III. Approval of December 31, 2013 Treasurer's Reports *

The Actual to Budget Summary and Balance Sheet for December 31, 2013, were presented for review with the ending balances as follows:

- Rio Grande Credit Union accounts: \$30,479.40
- Accounts Receivable: \$1,623.47 (Training invoices less prior class credits)
- Total Income for December, 2013: \$721.74 (Budget: \$3,476.00)
- Total Expenses for December, 2013: \$3,459.36 (Budget: \$2,550.00)

MSC: Terry Nelson and Danita Boettner to approve the December 31, 2013 Financial Reports as presented.

IV. Old/Other Business

A. Update on Investment/Banking Progress

Charles Fiedler reported on the two attempts to open an account at USNMFCU as follows:

- JoAnne attempted to obtain signature papers so the officers could open a new account at the USNMFCU but the signers need to open a personal share account before the process could begin.
- Charles, on December 9, 2013, went to an USNMFCU branch to open the account.
- He was informed that a new account cannot be opened without having all signatories available to sign the signature card before they will open the account.
- This is required to ensure we are not a Terrorist Organization funneling money to terrorists.



- Whenever there is a change in any of the signers, everyone must go through the process of resigning the paperwork
- In addition, the Executive Secretary cannot access their website unless she is also listed as a signer, even though she would never sign checks.
- While these processes apply to all credit union and banks, the following motion was made:

MSC: Charles Fiedler and Danita Boettner approved continuing to maintain the accounts at the Rio Grande Credit Union and that the officers plus JoAnne Weaver go in to sign the new signature cards.

B. 2014 SWANA/NMRC Conference Planning Update

Terry Nelson Conference Co-Chair reported:

1. The conference budget has not yet been determined. When this budget is agreed upon both NM SWANA and NMRC will sign off on the conference budget and the details of this budget added to the NM SWANA 2014 Budget.
2. The dates of September 21-24, 2014 have been confirmed for the conference to be held at Hotel Albuquerque.
3. Terry Nelson indicated that the next conference call meeting would be held near the end of January.
4. Terry requested that the board members email their input to him by Friday, January 31, 2014 as to the various sponsor levels and how many training registrations should be offered as a benefit for each level.

C. Complete 2013 Training P & L Report

To fulfill the request of the board made in May of 2013, JoAnne Weaver distributed the complete 2013 Training P & L Report, which noted where the expenses for the 2013 training budget nearly doubled the amount budgeted. These reasons were as follows:

1. The size of training manuals increased the cost by about 80%.
2. Presentation staff expenses increased both due to mileage reimbursement costs, and those participating not having use of company cars.
3. The expenses for the one-day classes were higher than budget for

V. New Business

A. Proposed 2014 Budget

The first draft of the proposed 2014 budget was presented showing that even with increase in sponsorships for the Annual Meeting and the planned Road-e-o, income fell short of expenses at about \$3,500. The discussion of the budget brought the following motions:

MSC: Charles Fiedler and Terry Nelson to approve increasing the fee for one-day classes from \$55 to \$75 for each attendee and also approve that lunches would not



be served but the lunch period extended to 1.5 hours to allow attendees to go out for lunch.

MSC: Charles Fiedler and Terry Nelson to approve increasing the fees for the Landfill and Transfer Station courses to \$250 when payment is not received at least 30-days before the start of each class.

Action: JoAnne to rework the proposed budget increasing income as approved by the motions to modify the 2014 Budget.

B. Discussion Regarding the September 2014 Special NMED Meeting

Considering the cost of this event as well as NMED seemingly finding this event difficult for them to participate in, and the September dates of the 2014 Conference, the following was noted:

1. Perhaps a fee of \$10 per participant should be charged to offset the cost of this event.
2. Should a different month be considered that would not directly conflict with the September 2014 Conference?
3. Further discussion regarding this event should be an agenda item for the February 11, 2014 Chapter Meeting.

C. Dates and Locations for the April and October Regional Roundtable Meetings

Danita Boettner will look into scheduling these events and report back at the February Chapter Meeting as follows:

- Tuesday, April 8, 2014 - Santa Fe area
- Tuesday, October 14, 2014 - T or C area

D. Dates and Locations for the May and August eTraining Sessions

The dates of Tuesday, May 20, 2014, and Tuesday, August 19, 2014 were approved for the 2014 eTraining sessions.

- Jerry Kamieniecki will chair the planning for these two events.
- It was recommended that a nominal fee of \$10 - \$20 per attendee be considered for any eTraining sessions that require purchasing a new video.

VI. Committee Reports

A. Education

No report was given.

B. Communications

Jerry Kamieniecki, Communications Chair, reported as follows:

- Plans are in place to publish the first 2014 issue of the newsletter during the month of April.



- Joan Snider will write an article about the December 6, 2013 Annual Meeting.
- Lead front-page articles being considered are to feature Travis Apodaca and Joan Snider.
- The website has been updated with information regarding 2014 Chapter Events and Chapter Officers and Committee Chairs.

C. IB Board

Marcia Pincus, IB Board Representative, reported on the January 6, 2014, Executive Committee Conference Call as follows:

- There are now 8,000+ SWANA members
- SWANA lost money on the 2013 WASTECON
- The conference call also focused on:
 1. The Finance Committee
 2. Updating the SWANA National training manuals
 3. Plans to combine the Landfill Conference with the Landfill Gas Conference
 4. Young Professionals Bylaws
 5. Consider D & O Insurance to be purchased by locality
 6. Plans for the 50 Hero's Project

D. Membership

Travis Apodaca, Membership Chair, requested information as to what Membership Goals should be set.

VII. Next Roadrunner Chapter Meeting

The next meeting of the Chapter will be held on Tuesday, February 11, 2014 in the NMED District 1 Sandia Room from 11:00 a.m. to 1:30 p.m.

VIII. Adjournment

David Robinson, President, declared the meeting adjourned at 2:35 p.m.

