

**NMED SWANA Roadrunner Chapter  
General Membership and Officer's Meeting**

Tuesday, June 12, 2012  
CDM Smith Conference Room  
Albuquerque, NM

Submitted by JoAnne Weaver, Executive Secretary

Reviewed by Teri Monaghan, Secretary and Jerry Kamieniecki, Communication Chairman

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

**General Membership Attendance:** Danita Boettner, Charles Fiedler, Jerry Kamieniecki, Terry Nelson, Marcia Pincus, David Robinson, and JoAnne Weaver

**I. Call to Order and Welcome**

President Danita Boettner called the meeting to order at 11:10 a.m.

**II. Approval of May 8, 2012 Membership and Officers Meeting Minutes \***

**MSC:** Charles Fiedler and Terry Nelson to approve the May 8, 2012 meeting minutes as written.

**III. Approval of Treasurer's Report - 2010-2011 Internal Audit Report \***

Charles Fiedler, Treasurer, presented the May 31, 2012 Balance Sheet and the Actual to Proposed Budget Summary Reports as follows:

Rio Grande Credit Union accounts: \$25,858.33

SWANA National E-Business account: \$11,508.94 (Matures: August 2013)

Accounts Receivable: \$4,100.00 (Training invoices less prior class credits)

Undeposited Funds: \$193.90 (PayPal Training Class Income)

Total Income for May, 2012: \$3708.63 (Budget: \$3,124.00)

Total Expenses for May, 2012: \$1,631.06 (Budget: \$1,620.00)

Year-to-Date Net Profit: \$5,293.28 (Budget: \$2,300.00)

**MSC:** Marcia Pincus and Terry Nelson to approve the Treasurer's report as presented.

**Audit Report:** Danita Boettner distributed and presented the second half of the 2010-2011 Internal Audit Report\* for Tom Parker as follows:

- Eight checks written in this two-year period did not have backup receipts. However, there was sufficient information to verify that the checks written were approved for Chapter business.
- The Chapter should consider issuing a formal Certificate to select vendors so that the Chapter does not have to pay NMGR when invoiced by the vendor.

Terry Nelson, part of the Audit Committee, had presented his findings at the February 2012 chapter meeting.



**Action:** JoAnne Weaver to provide the missing documentation, if possible, for checks with no receipts, as well as implementing the use of NMGRT Certificates for purchases from vendors as much as possible.

## **V. New Business**

### **A. September 11, 2012 Special NMED Meeting**

As a result of open discussion regarding the desire of the Chapter Board of Directors (BOD) to enhance this meeting with NMED/SWB staff, the following assignments were made:

- Danita Boettner to email Auralie Ashley-Marx (AAM), SWB Chief, to suggest that AAM use Power Point for her presentation, and also to encourage that other SWB staff that might give presentations to use Power Point and include handouts.
- JoAnne Weaver to complete the setup arrangements and menu choices with the Catering Manager at the Lodge @ Santa Fe where the meeting is taking place from 11:00 a.m. - 1:30 p.m. on Tuesday, September 11, 2012.

## **VI. Old/Other Business**

### **A. ACS Conference Update**

Terry Nelson, ACS Chair, reported as follows:

- Dates being considered for the 2013 ACS Conference are May 6 - 8, May 13-16, August 5-7, October 14-16, and October 13-17
- Training will be held for either a 1-day session or 2 half-day sessions, with the topics including Waste Screening, and/or Manager Training (emphasizing regulations, grant writing and monitoring)
- Also being considered is a Chapter Partnering Training event on the Monday of the week chosen for the conference

The ACS Committee will meet again on Tuesday, July 10, 2012, prior to the July Membership and Officers Meeting.

### **B. NMRC Sponsorship: June 19-20, 2012**

Danita Boettner, President, announced that the \$300 NMSWANA contribution for the NMRC Conference would be mailed today. She also noted that CDM Smith made a \$50 contribution to bring the sponsorship amount to \$350, which English Bird, NMRC Director, indicated was the actual amount of this type of sponsorship.

**Action:** Terry Nelson to send out a sign-up list for board members to staff the NMSWANA booth, which Terry is setting up for the NMRC Conference, as well as taking down at the end of the conference.

Since the Roadrunner Chapter banner has been missing for some time, it was decided that DGS should present a couple of ideas for a replacement banner as well as a quote to manufacture the banner.

**MSC:** Terry Nelson and Charles Fiedler to approve the decision for the chapter to not purchase a booth for WASTECON this year.



### **C. Report on E-Training Sessions**

Jerry Kamieniecki reported that 17 people attended the E-Training Session that was held on Tuesday, May 15, 2012. In addition, Jerry reported as follows:

- The projector worked very well for the 55-minute presentation, which was followed by lunch and a Q&A session.
- Connie Pasteris, NMED-SWB handled the awarding of CEU units. In addition, each attendee received a Certificate of Completion.

**Decision:** The next E-Training Session will be held on Tuesday, August 21, 2012, at the same location: City of ABQ Open Space Center located at Coors and Montoya from 11:00 a.m. to 1:00 p.m. The Chapter will again provide lunch and beverages for this event.

### **D. Update on October 9, 2012 Regional Roundtable Meeting**

Danita reported that there is no new information regarding the October Regional Roundtable Meeting event.

### **E. Annual Meeting Planning**

David Robinson, Annual Meeting Chair, reported that Mark Dear (City of Albuquerque) is available to do a presentation on Storm Water Permits.

Other presentation topics potentially include:

- Tom Parker -- presentation on the Cerro Grande project.
- Marcia Pincus -- suggested SCS might be able to do a presentation on Waste to Energy (WTE), with garbage as the fuel.
- Ruidoso and their handling of the wildfire.

Regarding possible awards:

- Young Professional of the Year - Terry Nelson will look into criteria and provide input at next meeting
- Consider using SWANA's nominating and award process to set up a similar award system for the NMSWANA Roadrunner Chapter

No additional action was taken for setting up the award process.

## **VII. Committee Reports**

### **A. Education**

JoAnne Weaver reported in the absence of Connie Pasteris, Education Co-Chair: the June Transfer Station Class in Milan was well received, with 24 students in attendance.

No progress has been made in the purchase of a projector and training CD's for use at training sessions.

### **B. Communications**

Jerry Kamieniecki, Chairman, reviewed the topics and schedule for the July 2012 newsletter as follows:



	<b>Title</b>	<b>Author</b>	<b>Photo</b>
1	Chapter Hosts First E-Session Training on May 15, 2012	Jerry	2 pictures
2	Asbestos Management – Navigating Regulatory Requirements to Ensure Proper Handling	Jerry	
3	NMRC 2012 Conference – Highlights	Danita & Terry	
4	NM SWANA Provides Support to NMRC 2012 Conference	Charles	
4	Training Program for Waste Screening – Updates in Progress	Jerry & Terry	
5	NMED/SWB to Hire New Education Coordinator	Connie	
6	Interview of Danita Boettner	Jack	1 picture of Danita
7	Results of Internal Chapter Audit	Tom	
8	Upcoming Chapter Events Membership Meetings and Locations  Training and Certification Classes	JoAnne  JoAnne	1 table 1 table (with link to registration page on website)

Regarding schedule, Jerry suggested the following:

- Friday, June 22, 2012 - last day to submit draft articles to Jerry & JoAnne
- Tuesday, July 3, 2012 – distribute newsletter

**C. IB Board**

Terry Nelson, IB Representative, reported as follows:



- Registration numbers for WASTECON 2012 held in Washington D.C. on August 14-16, 2012, is good
- The International Board will be meeting on the Saturday and Sunday prior to WASTECON

**D. Membership**

Teri Monaghan, Membership Committee Chair, was absent and no report was presented.

**VIII. Next Roadrunner Chapter Meetings**

The next chapter meeting will be held on Tuesday, July 10, 2012 beginning at 11:00 a.m. in the CDM Smith Conference Room. Prior to the Chapter Meeting, the ACS Committee will meet at 9:30 a.m. in the same room.

**IX. Adjournment**

Danita Boettner declared the meeting adjourned at 1:20 p.m.

