

NM SWANA MEETING ROADRUNNER CHAPTER
General Membership and Officers Meeting
Tuesday, June 12, 2018
CABQ Open Space Visitors Center

Submitted by JoAnne Weaver, Executive Secretary
Reviewed by Douglas Shimic, Secretary and Jerry Kamieniecki, Communications Chair

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

General Membership Attendance: Braden Belliveau, Danita Boettner, Joseph Ellis, Charles Fiedler, Jerry Kamieniecki, Shirlene Sitton, Randal Watkins, Colin Ross and JoAnne Weaver

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

Randal Watkins, President, called the meeting to order at 11:07 a.m.

II. Safety Ambassador Initiative

Charles Fiedler, Past President and Safety Ambassador, presented this month's safety initiative; Eliminating Noise in the Work Place, as follows:

1. Reducing noise pollution is important as it makes vital communication difficult
2. Steps needed to control noise pollution:
 - Hierarchy should take steps to prevent risks to health and safety of workers
 - Noise can be controlled at it's source with better layout of equipment
 - Personnel protection, such as ear plugs, must be provided making sure they are used

III. Approval of May 8, 2018 Meeting Minutes

MSC: Charles Fiedler and Shirlene Sitton to approve the May 8, 2018 chapter meeting minutes as presented.

IV. Approval of May 31, 2018 Treasurer's Report

The Actual to Budget Summary and Balance Sheet reports for May 31, 2018 were presented for review by Shirlene Sitton, Treasurer, with the following ending balances:

A. Balance Sheet (May 31, 2018)

Rio Grande Credit Union Accounts	\$50,313.30	<i>Checking:</i> \$4,393.31 <i>Investors Club:</i> \$ 45,914.99 (\$41,902.44 + \$4,000 transfer from Checking + \$12.55 interest) <i>Share Account:</i> \$5.00
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Accounts Receivable	\$10,636.40	<i>Open Invoices:</i> \$10,636.40 (Training invoices payments, \$3,600+\$2,500.00 open Road-E-O Invoice + \$4,050.00 new training invoices)
Funds received but not deposited	\$0.00	
Total Assets	\$60,949.70	

B. Profit & Loss Statement (May 31, 2018)

Total Income for May, 2018	\$9,818.55	Budget: \$2,319.00
Total Expenses for May, 2018	\$2,193.08	Budget: \$10,225.00
Total Income Y-T-D	\$28,092.88	Budget: \$28,748.00
Total Expense Y-T-D	\$20,248.81	Budget: \$28,915.00
Profit Year-to-Date (YTD)	\$7,844.07	Budget: -\$167.00

MSC: Charles Fiedler and Danita Boettner to approve the May 31, 2018 financial reports as presented.

V. Old Business

A. Final 2017 Financial Audit Report

Jerry Kamieniecki reported that he had not received the written audit report from Terry Nelson.

The presentation of the written report will be moved to the August board meeting agenda.

B. Plans for the June 16, 2018 Road-E-O

Shirlene Sitton, 2018 Road-E-O Chair, led the discussion of plans for the Road-E-O and noted that she is working on having all the plans written up, with some new ideas being introduced such as:

1. Eric Lujan looking into getting fees waived for Firemen EM's
2. Judges are needed for each course and perhaps drivers can be used if there is a shortage of volunteer judges.
3. Training for judges is scheduled for 7:30 on the morning of the Road-E-O, and Shirlene is notifying those who have volunteered to judge that day.
4. Drivers are to arrive at 8:00 a.m.
5. Shirlene asked that the committee reconsider using a DJ and MC who can be present from 8:00 a.m. - 2:00 p.m. for a charge of \$400.00 and whose equipment can be shared with NM SWANA



personnel for certain announcements during the Road-E-O. Charles, who had earlier opposed the use of a DJ, encouraged Shirlene and Eric to move ahead with this plan since the mike may be used by others to make announcements.

6. Trophies will be purchased for the winners.

7. Danita will provide SFSWMA utensils for the food as well as a generator.

8. Charles has ordered food for 80 persons and has arranged for the tent to be on hand for setup at 1:00 p.m. on Saturday, June 15.

9. Charles will have the ice there on Saturday to be placed in chests that EDS is supplying.

10. In addition, Charles is bringing the flags and SFSWMA will provide the orange netting for the courses.

C. Update on Discussion of 2018 Joint Conference

Charles Fiedler reported the following:

Sarah Pierpont, NMRC Director and Joint Conference Chair, has sent out to the conference committee the following plans:

1. The Key Note Speaker and other planned details
2. The conference agenda
3. One and one-half days of conference presenters
4. A call for moderators

Charles also reported that there are no plans in place for either a training class or a tour on the Monday prior to the conference.

Action: JoAnne Weaver, Executive Secretary, is to send out to the board, the Call for Moderators and to also modify the Joint Sponsorship Program for the NM SWANA Sponsorship Program by reducing the amount of each category as well as the contents for each category.

D. Location, Leader, Presenter for October 16, 2018, Regional Roundtable

Randy Watkins reported that he has contacted Dr. Clint Richardson, Professor at NM Tech in Socorro, requesting that he recommend a topic for presentation at the Roundtable as well as a date for the event in October.

As well, Randy reported he contacted Bodega Burger Co. and Lounge for lunch and meeting space for the October Regional Roundtable.

Randy will have more to report at the August 14, 2018, Board Meeting.



VI. New Business

A. SWANA Infrastructure and New Region MOU Discussion

Danita Boettner, IB Rep, noted the following changes laid out in the SWANA Governance Proposal:

1. The size of the International Board will be reduced and an Advisory Board will be formed.
2. Regional representation will be increased.
3. Our region currently includes California. Our future regional calls will now only include Arizona, Colorado, Nevada, New Mexico and Utah (the new regional). California becomes its own region.
4. Definition of IB and EC will go away and be replaced with the Board of Directors and Advisory Board.
5. Face-to-Face Board Meetings will go from 2 meetings a year to 3 a year.
6. Face-to-Face Advisory Board Meetings will now meet only once a year.
7. Regional membership may need to vote on their Regional Directors or only the Regions to vote for the Regional Director.
8. The NM SWANA's budget for the Regional AB Rep(s) will be a little lower than historically provided.
9. The new term for the Chapter Representative will run from July 1 - June 30 of the following year once the transition occurs.
10. A more final MOU will be available in September following WASTECON

VII. Committee Reports

A. Education

Charles Fiedler reported that he discussed the BlueRidge DVDs with Auralie Ashley-Marx, NMED-SWB Chief but is still trying to set up a meeting with Joan Snider and Barry Huffer to discuss the BlueRidge issue as well as location of training classes.

A survey at the end of the four NM SWANA training classes was suggested and Charles will give this idea more consideration.

B. Communications

Jerry Kamieniecki reported on the progress of the July newsletter as follows:

1. Front page interview article with Braden Belliveau is in process with Jack Chappelle
2. April 17 Regional Roundtable - Stephen Miceli and Douglas Shimid



3. 2018 Road-E-O - Shirlene Sitton
4. IB Report/WASTECON - Danita Boettner
5. Plans for the September Joint Conference - Charles Fiedler
6. Important 2018 Dates to Save - JoAnne Weaver

Jerry will be sending out a complete Table of Contents with date for publication as soon as possible.

Regarding the NM SWANA website, Jerry requested that the JOB section be updated. Danita Boettner told JoAnne to remove the SFSWMA job openings, leaving only a link to their website.

C. IB Board

Danita Boettner, IB Rep, reported on the proposed SWANA 2019 Budget as follows:

1. SWANA staff is presenting a FY2019 budget that focuses on growing the organization while continuing to implement the FY2016-2020 Strategic Plan.
2. Membership has grown rapidly since FY2016, but the total Staff size has not changed in recent years, so the budget adds/replaces 1.5 DTEs to be focused on better supporting membership and certification. Membership is predicted to reach 10,500 by FY2019.
3. MOLO will be updated in FY2019 and funded using a draw from the Training Reserve Fund. A portion of the fees from every SWANA course and course manual sale goes into the Training Reserve to pay for these periodic updates.
4. SWANA's website, <http://www.swana.org> was created in 2007 and the structure has changed very little since. It, as well as the internal database system, which supports membership and certification, are both the subjects of major and critically necessary upgrades that began in FY2018 and continues into FY2019. These projects are a blend of capital and operating expenditures. The capital expenses of the planned projects are planned to be covered by an FY2019 draw of up to \$150,000 on the Board Designated Reserve Fund.
5. Other special projects focus on geographic growth and event analysis/improvement, both of which will assist in the development of the next strategic plan (set for FY2020).
6. After the Executive Team review and building of work and budget expectations, the first draft of the operating budget fell more than \$210,000 short of breaking even.
7. Events revenues are covering their direct expenses and we are not proposing an increase in the registration or exhibit fees. Nor are we increasing manual costs or SWANA certification fees. These categories of fees continue to remain at rates set several years ago.



8. The budget includes a 5% increase in dues for public, private and small business members. This is the first increase in those dues since July 1, 2015. The 5% increase provides dues that are less than they would have been if we stayed current with the rate of inflation each year.
9. Even after factoring in the dues increase, about \$103,000 in operating costs will be paid by spending down the Operating Fund balance.
10. In summary, SWANA is proposing a budget that contributes to implement the strategic plan and increase member services while undertaking a series of capital and special projects, all of which will be funded by a combination of Board Designated Reserve and Operating Fund spending and the first dues increase in three years.

D. Membership

Marcia Pincus, Membership Chair, reported by email that this month's membership list from SWANA shows that there are still 102 NM SWANA Roadrunner Chapter Members.

VIII. Next Roadrunner Chapter Meeting

Tuesday, August 14, 2018, 11 a.m. – 1:30 p.m., at the CABQ Open Space Visitors Center Conference Room.

IX. Adjournment

Randal Watkins, President, declared the meeting adjourned at 1:34 p.m.

