

NM SWANA ROADRUNNER CHAPTER MEETING MINUTES
General Membership and Officers Meeting
 Tuesday, June 9, 2020
 Remote Zoom Meeting

Submitted by JoAnne Weaver, Executive Secretary

General Membership Attendance: Charles Fiedler, Angelica Gurule, Shane Johnson, Matt Kingsley, Diego Ramirez, Doug Shimic, Shirlene Sitton, and JoAnne Weaver

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

Shirlene Sitton, President, called the meeting to order at 11:05 a.m.

II. Safety Minute

There was no Safety Minute presented however, JoAnne Weaver noted that Steve Mauer had arranged for the announcement of the availability of a SWANA National Safety Award be placed on the NM SWANA website as well as sent as a Blast that went out to everyone on Monday, June 1, 2020.

III. Approval of May 12, 2020 Meeting Minutes

MSC: Doug Shimic and Matt Kingsley to approve the May 12, 2020, minutes with the correction of adding **by contacting** to **V., B., MSC:(...spending \$2,100 by contracting** for the program...).

IV. Approval of May 31, 2020 Treasurer's Report

A. Balance Sheet (May 31, 2020)

Rio Grande Credit Union Accounts	\$65,287.04	<i>Checking: \$2,600.06, Investors Club: \$ 16,666.54 (\$7.08 interest), 12-Month CD #2 \$10,144.11 (\$15.06 interest), 12-Month CD #3: \$10,186.12 (\$14.69 Interest), and 24-month Jumbo Certificate: \$25,685.21 (\$48.99 interest) Share Account: \$5.00</i>
Accounts Receivable	\$5,643.48	<i>Open Training Invoices: \$8,250.00, \$-2,606.52 in Credit Memos from 2019 to be used only in 2020.</i>
Funds received but not deposited	\$0.00	
Total Assets	\$72,930.52	



B. Profit & Loss Statement (May 31, 2020)

Total Income for May 2020	\$ 198.82	Budget: \$4,335.50
Total Expenses for May 2020	\$ 1,325.53	Budget \$6,617.00
Total Income Y-T-D	\$22,714.06	Budget: \$34,960.00
Total Expense Y-T-D	\$13,676.34	Budget: \$24,946.00
Profit Year-to-Date (YTD)	\$9,037.72	Budget: \$10,014.00

MSC: Charles Fiedler and Matt Kingsley to approve the May 31, 2020 Financial Reports as presented.

V. Old Business

A. Update on Webinars

There was no report regarding the recommended webinars. The President, Shirlene E. Sitton, recommended that this topic be omitted from future agendas.

B. Update on the Purchase of the Webinar Program

Charles Fiedler reported that he would be purchasing this program and be reimbursed for the expense of \$2,100.

Adm. Note: Charles Fiedler ordered this program and payment was sent to SWANA for 50 program units in the amount of \$2,100 on June 23, 2020.

C. Update on the On-Line Board Management System

Shirlene Sitton reported that she has not completed the review of the On-Line Board Management System.

VI. New Business

A. Proposed July 2020 – June 2021 Budget

JoAnne Weaver, Executive Secretary and Bookkeeper, presented the second and final draft of the proposed budget for the July 2020-June 2021 fiscal year that brought the YTD Profit down from approximately \$19,000 to \$9,000 by cutting by half the number of registrants for the remaining certified training classes, which is what Joan Snider, NMED-SWB Chief, is recommending. Due to the Covid-19 pandemic, final plans and figures will not be known until the State can provide NMED-SWB with a plan on how best to handle the number of students needing to take these classes.

B. Board Meeting Schedule for the Fiscal Year of July 2020 – June 2021

It was decided by consensus that the board will continue to meet by Zoom on the second



Tuesday of each month and that June 18, 2021 will be the date of the 2021 Annual Meeting, if the La Ventana Room is available at the Embassy Suites Hotel.

Action: JoAnne Weaver to make plans for the Annual Meeting to be held in the La Ventana Room at the Albuquerque Embassy Suites Hotel. When the date is confirmed with the hotel an announcement Blast will be sent out noting that there will not be an Annual Meeting in December 2020 as well as announcing the date of the 2021 Annual Meeting.

VII. Committee Reports

A. Nominating Committee

Shirlene Sitton, Nominating Committee Chair, reported that there is nothing to report at this time and that this committee's report be removed from future agendas until further notice.

B. Education/Training Committee

There was no new report presented by this committee due to the uncertainty of what type of training can take place during the Covid-19 pandemic.

Angelica Gurule, Co-Chair of this committee, recommended that there be a Roundtable held this year by using Zoom. In addition to Angelica, the following other board members, Shirlene Sitton, Matt Kingsley, Diego Ramirez and Shane Johnson indicated their interest in being involved to plan a Regional Roundtable for September 2020 with details to be presented at the next Board Meeting, which is August 11, 2020.

C. Communication Committee

The combination logo design from Shirlene Sitton's staff member is not yet ready for consideration.

Action: *Shirlene Sitton is to work with her staff member and with Matt Kingsley, Chair of this committee, to be able to present a combined logo design at the August 11, 2020, Board Meeting.*

D. AB - SWANA International Representative Report

Charles Fiedler, AB Representative, reported that he has been asked to serve on the Regional Board's Nominating Committee.

E. Membership Committee

JoAnne Weaver reported that the June Membership Report for the Roadrunner Chapter still shows 105 members with nine of those members due for renewal by the end of this month, June 30, 2020.

Action: *JoAnne is to send out reminders to the persons whose dues were due by June 30, 2020.*



F. YP/Scholarship Committee

Diego Ramirez indicated that there was no new information to report at this time.

G. 2021 Road-E-O Committee

Shane Johnson reported that he will be working on next year's Road-E-O since the 2020 Road-E-O, both locally and nationally has had to be stopped due to the continued COVID Pandemic.

VII. Adjournment

Shirlene Sitton, President, declared the meeting adjourned at 11:56 p.m.

