

SWANA Rocky Mountain Chapter Annual Member Meeting
15 November 2011, Conference Call

ATTENDANCE

Directors/Officers Present: Ahrendsen, Curt.; Andrew, Kathy.; Barton, Deborah.; Briest, John.; Emmons, Jeff.; Freeman, Juri (Secretary); Gillette, Stephen (Treasurer); Orloff, Alek.; Schweitzer, Tom (VP); Sprague, Dick (IB); Stewart, Cathryn (Past President); Strickland, Thomas (President)

Directors/Officers Absent: Neil Nowak

SWANA Members Present: Arguello, Ken.; Branam, Kathie

Minutes are in the order of the agenda and not necessarily in order of discussions.

CALL TO ORDER

Meeting called to order by Stewart at 7:14 am as 12 out of 13 board members were present constituting a quorum (a quorum requires 7 board members).

ADOPTION OF AGENDA

The agenda was adopted by consensus. Note that the order of the agenda has been changed from previous board meetings.

AGENDA ITEMS

NEW BUSINESS

- *Introduction of new board members:* Jeff Emmons was welcomed as the newest board member
- *Subcommittee Discussion:* Strickland sent out a draft conception of ideas for standing sub-committees. The idea is to get more of the membership involved and to provide greater structure for the membership (the sub-committees proposed by Strickland are attached). Barton asked if the new sub-committees would fit with the by-laws. Freeman read the 7 standing committees from the by-laws (Audit, Membership, Program, Bylaws, Nominating, Road-E-O, and Legislative). Barton noted that she doesn't believe anything in the by-laws prevents us from forming these committees. Freeman noted that he thought it was a good way to get more members involved. Briest asked how they would structurally fit with the existing standing committees. Gillette and Stewart noted that we should have a finance committee. Barton wanted everyone to keep in mind that here are certain committees that elected officials must be in. (i.e. nominating).
- *Hired Staff Discussion:* Strickland said that many other SWANA chapters have a ½, ¼ or full FTE and proposed the Colorado Chapter consider a paid ¼ time position. This is only a concept for discussion and he did not have details. It was opened for discussion at 7:37am. Gillette noted that we might not be able to afford this but he is not opposed to the idea. Sprague asked how much we were talking about and Strickland noted that it might be around \$5K/year. Emmons voiced his concern that 1) we would need \$5K more revenue per year and 2) if we get more members involved through the sub-committees we might not need staff. Barton said maybe this can be a long term goal.
- *Review Annual Conference Survey:* Strickland sent the survey responses to the board for review.
- *Review of Annual Report Draft:* Barton sent the Draft Annual Report to the Board for review. The report is due to SWANA National on 12/31/2011. Barton asked the board to review and submit any comments to her; she also requested that Sprague assist her in adding information to the WasteCon section of the annual report. Barton reviewed Gillette's financial records and found they matched up with her calculations.

TREASURER REPORT

Stephen Gillette reported that the checking account balance as of November 1, 2011 is \$22,964.66 and the savings account is \$20,060.70. Deborah Barton has been presented with the financial information for 2010-2011 and can attest to the accuracy of these presented amounts. The Chapter has two e-business loans to National SWANA. One for \$10,000 which is payable on May 1, 2012. The Chapter will get \$12,839.59 on that date unless National SWANA pays it back sooner, the other one is for \$7,364.30 and is payable on September 1, 2013. On that date it would be worth \$9,451.04. Both notes are accruing interest at 5% and are repayable with 30 day notice from National SWANA.

WORKING COMMITTEES

Technical Program: *1st Quarter Technical Session* will be "Turning around Landfills that are in Non-Compliance" and will be hosted by Kathy Branam with Twin Enviro. Barton volunteered to assist in the planning of the session. The date and location has not been chosen but it most likely will be in February.

2nd Quarter Technical Session: Barton proposed a session on Composting processing.

Nominating: Briest reported that Jason Kahn (sp?) from Waste Management had expressed interest to serve on the Board. Ken Arguello (city of Denver) and Kathie Branam (Twin Enviro) are also both interested in serving. Stewart (as past president) is now in charge of nominations. She recommends waiting until after the 1st of the year to add board members so the newly elected board members can settle in to their positions. She will formally get in touch with all three nominees and proceed from there.

Scholarships: No activity reported. Ahrendsen and Branam volunteered to take over this committee.

Legislative: No updates. Barton volunteered to continue to do state legislative updates.

International Board: Sprague reported that there is an upcoming policy committee call in late November and he will have more to report in December. Gillette asked if there had been discussion on what occurs when the current SWANA president retires and Sprague responded that National had hired a consulting firm to assist in the succession. Gillette voiced that a paid consultant may not be a good expenditure of national funds. **Sprague made a formal motion** for the Colorado Chapter to "Support the nomination of Rick Allan as incoming secretary of the SWANA National Board". The motion was **seconded by Barton. The motion passed unanimously.**

Website: Freeman reported that the website has been updated with minutes and annual meeting presentations. Additionally, the webmaster could set up email addresses for SWANA board member with the tag @coloradoswana.org for a price of \$60 total. Freeman will continue to research this possibility.

Newsletter: Strickland volunteered to take over the newsletter. Stewart volunteered to assist in proof-reading the newsletter.

Road-E-O: Arguello reported that they had a post-Road-E-O meeting and are planning on giving plaques of recognition to sponsors. The plaques will be hand delivered to show our appreciation. Next year's Road-E-O is tentatively planned for June with the planning to begin in January 2012.

OLD BUSINESS

Monthly Emails: Andrews reported she will continue to send monthly emails to the membership.

DISCUSSION FOR NEXT BOARD MEETING:

Nominations for National Professional Achievement awards are open and Board members should think if there is anyone that should be nominated. Stewart wants to make sure that we stay current with our technical sessions and will compile a list of member feedback on what technical sessions they want for the December meeting. Barton suggests we should discuss certification and training classes at the next meeting in detail. This should include developing a cadre of certified trainers, timing of future classes, how many classes we should do (1 or 2), if the certifications should coincide with the annual meeting, who will teach them, and the topics for the classes.

NEXT BOARD MEETING

The next board meeting will be December 13th at 7am at Café France in Greenwood Village, Colorado.

ADJOURNMENT

With no further business to discuss, Deborah Barton/Juri Freeman moved/seconded to adjourn meeting as of 8:44 am

Respectfully submitted,

David Juri Freeman

Secretary