

**SWANA PENNSYLVANIA KEYSTONE CHAPTER  
BOARD OF DIRECTORS MEETING MINUTES  
June 4, 2015**

On June 4<sup>th</sup>, 2015 at 10:05 am, the SWANA Keystone Chapter Board of Directors Meeting was held via teleconference. Those in attendance were:

**Officers**

Bob Zorbaugh  
Larry Taylor  
Sean Sweeney  
Bryan Wehler

**Board of Directors**

Tom Lock  
Chuck Raudenbush  
Bob Watts  
Mike Engel  
Scott McGrath  
Jennifer Cristofolletti

**Committee Chairs, Members & Visitors**

Kay Dougherty

**Approve Minutes of April 21, 2015** - **Mr. Sweeney** asked about additions or corrections to the minutes of the April 21, 2015 Board meeting. **Mr. Sweeney** moved the minutes be approved. **Mr. Taylor** seconded. **Mr. Zorbaugh** called for the vote; the motion passed unanimously.

**Treasurer's Report** – **Mr. Taylor** presented the following reports for review:

- Reconciliation Detail Period ending May 31, 2015
  - **Mr. Taylor** noted that the unclear transaction for \$150 is an accounting error
  - **Mr. Taylor** reported not all income for ROAD-E-O has come in yet

After review, motion by **Mr. Raudenbush**, second by **Mr. Zorbaugh** and unanimous vote, the Board approved the reconciliation summary and transactions as submitted, subject to audit.

**COMMITTEE REPORTS**

**Legislative Committee** - **Mr. Raudenbush** stated at the state level that the budget will not likely be completed by June 30th. Also, the senate and house committees approved John Quigley as DEP Secretary. He should be seasonable as the vote was fairly bipartisan and unanimous.

**Mr. Watts** reported the leachate trucking bill has momentum, but it likely will not be of importance until after the budget is passed. Anyone interested in trucking should talk to their legislators.

**Membership/Marketing Strategy Committee Report** – **Jennifer Cristofolletti** stated that anyone who needs to send anything requiring Constant Contact should let her know.

**Young Professionals Committee Report** – **No Report.**

**Newsletter Committee** – The newsletter was sent out. Articles are being accepted through June for the summer newsletter, and it will be published in July.

**Nominating** – **Mr. Zorbaugh** suggested a new board Young Professional position should be created, and the Board agreed. Discussion as to how the bylaws can be changed occurred, and the bylaw committee will look into it. **Mr. Zorbaugh** emailed National about bylaws changes but had not gotten any response at the time. The matter was forwarded to the By-Laws Committee for action to create the proposed changes.

Mr. Sweeney asked for approval of the slate of nominees for the open Board positions. **Mr. Lock** made a motion, second by **Mr. McGrath**; motion passed.

**Program/Training – Mr. Zorbaugh** stated that everything appears to be coming together well. The Mini-Tech Seminars will be August 4<sup>th</sup>, and **Mr. Raudenbush** said his phone number can be used for the conference call board meeting. He also will figure out the scheduling of the August 4<sup>th</sup> board meeting.

**Mr. Watts** reported that the ROAD-E-O should have a good turnout and go well.

**Scholarship Committee Report – Mr. Wehler** reported there were (6) six category one applicants, (1) one category two applicant, and (0) zero Robert Stearns applicants. All applicants were of high quality, and were reviewed and ranked by four board members. **Mr. Zorbaugh** suggested that the scholarship award be raised because of the quality of applicants. The budgeted amount for scholarships is \$6,000. **Mr. Taylor** suggested that the award be raised from \$6000 to \$10,000. **Mr. Watts** motioned to accept this change, **Ms. Cristofolletti** seconded, and the motion carried unanimously to raise the scholarship budget to \$10,000 for this year. **Ms. Cristofolletti** asked about how scholarship recipients are notified. It was discussed and decided that letters are sent out, and a request for a photo will be made, rather than coordinating a group photo as in the past.

**Website – Mr. Watts** stated that everything is up to date and the new credit card system is on the website. **Mr. Taylor** noted that the credit card system reports one registration for multiple registrations under the same card. **Mr. Watts** said that he has added a space to indicate multiple registrations under one card.

**International – Mr. Watts** reported new CEO is doing well. Preparations for WasteCon are being made, but the budget is an issue for SWANA because of several short falls. Also, there are five regional committees and multiple standing committees, which communicate back and forth. This consumes a lot of time and should be reformatted.

### Calendar of Events:

There will be no July Board meeting. The next meeting will be Aug 4<sup>th</sup> (time TBD with the Mini-tech)

### *Calendar Update -*

## **SWANA Pennsylvania Keystone Chapter FY 2014-2015 Calendar**

### **JUNE 2015**

- Monday, 6/1, Deadline for submittal of Grant H. Flint Scholarship recommendations
- Thursday, 6/4, 10 am, **Board Meeting Conference Call**
- Email registration announcement for 17<sup>th</sup> fall conference
- Review annual budget
- Thursday, 6/4, 6pm Mid-Atlantic Regional ROAD-E-O reception Corey Creek Country Club
- Friday, 6/5, Mid-Atlantic Regional ROAD-E-0 Northern Tier Solid Waste Authority, Burlington, PA
- Submit articles for summer newsletter

### **JULY 2015**

**No Board meeting planned.**

- Distribute summer newsletter

**AUGUST 2015**

Thursday, 8/4, TBD, **Board Meeting Conference Call**  
Program Committee prepares program for the fall conference

**SEPTEMBER 2015**

**Wednesday and Thursday, 9/9 - 9/10 Annual Fall Conference, Harrisburg Hilton**  
Thursday, 9/10 - immediately following conference **Chapter Annual Business Meeting and Election**  
Chapter Fiscal Year Ends  
Submit articles for fall newsletter

**OLD BUSINESS**

**Ms. Cristofolletti** asked about how scholarship recipients are notified as a membership or newsletter photo/story opportunity. **Mr. Zorbaugh** said that in the past a letter was sent. A group check photo would be difficult given the long distance for some recipients. **Mr. Taylor** suggested that a check might be able to be delivered by a Board member to the recipient for a photo opportunity. **Mr. Taylor** requested the full name and address of the recipients; also may require the name of the College.

**NEW BUSINESS**

**Mr. Zorbaugh** said that the Young Professionals Group requested sponsors for either \$500 co-sponsorship or \$3000 exclusive sponsorship at a WasteCon. **Mr. Wehler** motioned and **Mr. Engel** seconded to provide a \$500 sponsorship for the event; the motion carried.

**Mr. Zorbaugh** said SWANA is offering discounts on webinars, which could be used as a recruiting tool. They are offering 50 registrations for \$1,750, 100 for \$3,000, and 200 for \$5,000. The deadline to purchase a package is June 30<sup>th</sup>. The New York chapter uses these and has much success with them. **Mr. Wehler** motioned and **Mr. Taylor** seconded to purchase 50 registrations for \$1,750, and the motion carried.

**Mr. Taylor** stated Keep PA Beautiful requested associate membership for \$100. This is already in the budget and approved. **Mr. McGrath** said this is a very positive group and it does good work.

**Mr. Wehler** asked about the possibility for a part time administration person. He talked to a potential candidate that does work for ARM part time, but she is planning on retiring soon, so it is not a viable option to train her to carry some of Kay's responsibilities. **Ms. Dougherty** thanked the board for stepping up and helping her during her health challenges. **Mr. Zorbaugh** noted the Board's great appreciation of **Ms. Dougherty's** service.

**NEXT MEETING**

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be held on Tuesday, August 4th, 2015 at the Mini-Tech Seminar.

**ADJOURN**

There being no further business to come before the Board and on motion by **Mr. Sweeney**, second by **Mr. McGrath** and unanimous vote the meeting adjourned at 10:56 am.

Respectfully submitted,

Sean Sweeney  
Keystone Chapter Secretary