

On September 7, 2017 at 1:30 pm, the SWANA Keystone Chapter Board of Directors Annual Meeting was called to order. Meeting was held at the Hilton Harrisburg immediately following the Fall Conference. Those in attendance were:

Officers

Bryan Wehler
Sean Sweeney
Michele Nestor
Larry Taylor

Board of Directors

Tessa Antolick
Mike Engel
Robert Hasemeier
Tom Lock
Scott McGrath
Chuck Raudenbush
Scot Sample
Denise Wessels

Committee Chairs, Members, & Visitors

John Aliveto
Daniel Brown
David Horne
Chanda Martino
Bob Shoenberger
Kelly Megonnel
James Echard
Alan Roman
Kay Dougherty

Not present: Robert Zorbaugh, Jen Cristofolletti, Alison D'Airo

SECRETARY'S REPORT

Ms. Nestor announced the election results:

In the Private Sector, Charles Raudenbush and Denise Wessels were elected as Directors.

In the Public Sector, Mike Engel and David Horne were elected as Directors.

Approve Minutes from August 3, 2017 Board Meeting – **Ms. Nestor** presented the minutes and asked if there were any comments or revisions. **Mr. Raudenbush** moved to approve the minutes for the August 3, 2017 Board Meeting. **Ms. Wessels** seconded. Vote was called; the motion passed unanimously.

TREASURER'S REPORT

Mr. Taylor reviewed the Treasurer's Reports and requested a motion to approve the Reconciliations and Transactions for August, as presented. **Mr. Watts** moved to approve the motion and **Ms. Wessels** seconded. Vote was called; the motion passed unanimously.

Mr. Taylor presented the Secretariat Invoice and timesheet and requested a motion to approve payment as presented. **Mr. Horne** moved to approve and **Mr. Sample** seconded. Vote was called; the motion passed unanimously.

Mr. Taylor informed the Board he will be looking for a new auditor for the Chapter.

As previously approved, \$50,000 has been transferred to Edward Jones to be invested. The Treasurer and Secretary are currently on the account and the Vice President will be added.

There was a discussion regarding the budget for 2017-2018. A motion to approve the budget as presented was requested. **Mr. Watts** moved to approve and **Mr. Sample** seconded. Vote was called; the motion passed unanimously.

Treasurer's Reports and Secretariat Invoice are attached and hereto made part of the minutes.

COMMITTEE REPORTS

Legislative Policy

The Advocacy Alert titled "Draft Comments to WTO" was reviewed. These comments were submitted by the SWANA Advocacy Group on September 5.

Mr. Raudenbush also presented PROP's draft letter to the Pennsylvania House titled "Budget Proposal Could Raid Recycling Fund". A brief discussion of both documents followed.

The Advocacy Alert and Draft Comments to WTO are attached and hereto made part of the minutes.

Membership/Marketing

No report.

Newsletter

Mr. Hasemeier thanked the Board for the Chapter's good financial status.

Content for the newsletter is being re-evaluated. More member-generated news and pictures from Chapter events are requested.

The next edition of the newsletter is scheduled for release in mid-October.

Nominating

Mr. Sweeney reported a 10% response rate for the election.

The ballot is attached and hereto made part of the minutes.

Fall Conference

Ms. Nestor reported many attendees approached her with positive feedback and the conference seemed to have a good flow.

The Hilton has been booked for next year's conference. New sponsorships will be added. Since next year will be the 20th conference, if anyone has historic items from past conferences please contact **Ms. Nestor**.

Ms. Nestor plans to book Terry Madonna for next year.

There were over 270 attendees at the fall conference this year.

Mini-Tech Seminars

Ms. Wessels reviewed her report and reported FireRover and a falconer as possible future mini-techs.

The mini-tech report is attached and hereto made part of the minutes.

Road-E-O

International

Mr. Watts will be attending WasteCon in a few weeks and will have reports for the Road-E-O and International at the next meeting.

Safety

Mr. Aliveto reported the next Safety Newsletter will be released in the next few weeks.

Scholarships

No report.

Young Professionals

Ms. Antolick will be planning a YP session for the fall conference earlier this year. She also suggested a discounted YP rate for the conference.

Ms. Antolick is looking to hold a YP event that is more casual and fun to boost YP membership and gain young member interest. She is also looking for someone to transition in as the new YP chair. Contact Ms. Antolick at tantolick@armgroup.net if interested.

Website

Nothing new to report.

CHAPTER CALENDAR

September 2017

- 9/6 – 9/7, **19th Annual Joint Fall Conference, Hilton Harrisburg, Harrisburg**
- 9/7, **Chapter Annual Business Meeting and Election** immediately following Fall Conference
- 9/15, deadline to submit articles for fall edition of *The Keystone*
- Chapter Fiscal Year Ends

October 2017

- Chapter fiscal year begins
- **No Board Meeting**
- Treasurer prepares fiscal audit packets
- Distribute fall edition of *The Keystone*

November 2017

- Thursday, 11/2, 10 am - **Board Meeting**
- Thursday, 11/2, 11 am, **Geotechnics Lab Tour Mini-Tech, East Pittsburgh, PA**
- Thursday, 11/14 & 15, **LFG Systems Operation & Maintenance Course, Narvon, PA**
- Audit Committee meeting
- Treasurer submits Chapter financial report to the accountant
- Plan to renew Secretariat Administrative Service Contract for next year

December 2017

- **No Board Meeting**
- Secretariat and Treasurer submit Chapter annual reports to SWANA

January 2018

- Thursday, 1/4, 10 am, **Board Meeting Conference Call**
- 1/15, Article Deadline for winter edition of *The Keystone*
- Accountant audits financial report and prepares 990 IRS Tax Filing

February 2018

- Thursday, 2/1, 10 am - **Board Meeting Conference Call**
- Receive Scholarship applications from SWANA Headquarters
- Send Scholarship announcement to members
- Distribute winter edition of *The Keystone*

March 2018

- Thursday, 3/1, 10 am - **Board Meeting Conference Call**

April 2018

- Thursday, 4/5, 10 am - **Board Meeting Conference Call**

May 2018

- 5/1, Chapter Scholarship Application Deadline
- Thursday, 5/3, 10 am - **Board Meeting Conference Call**
- Nominating Committee presents Slate of Officers and Directors for election
- 5/15, Article deadline for summer edition of *The Keystone*

June 2018

- Thursday, 6/7, 10 am - **Board Meeting Conference Call**
- 6/1, Deadline for submittal of Grant H. Flint Scholarship recommendations to SWANA Headquarters
- Review annual budget
- Distribute summer edition of *The Keystone*

July 2018

No activities planned.

August 2018

- Thursday, 8/2, 10 am - **Board Meeting Conference Call**

September 2018

- **9/5 – 9/6, 19th Annual Joint Fall Conference, Hilton Harrisburg**
- **9/6, Chapter Annual Business Meeting and Election** immediately following Fall Conference
- 9/14, deadline to submit articles for fall edition of *The Keystone*
- Chapter Fiscal Year Ends

Ms. Martino will be creating a Google calendar for the Chapter. Members will have the ability to add the calendar to their own calendars.

The 2017-2018 Chapter calendar was tentatively approved and will be revisited at the November meeting.

OLD BUSINESS

No old business.

NEW BUSINESS

No new business.

NEXT MEETING

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be a conference call on November 2, 2017 at 10 am at Geotechnics Labs in East Pittsburg. The Geotechnics Lab Tour Mini-Tech will immediately follow.

ADJOURN

There being no further business to come before the Board, **Mr. Raudenbush** made a motion to adjourn at 2:49 pm, **Mr. Sample** seconded. A vote was called; the Board unanimously voted to adjourn.

Respectfully Submitted,

Chanda Martino