

**SWANA PENNSYLVANIA KEYSTONE CHAPTER
BOARD OF DIRECTORS MEETING MINUTES
APRIL 21, 2015**

On April 21st, 2015 at 1:30 am, the SWANA Keystone Chapter Board of Directors Meeting was held at the Harrisburg Best Western following the Mini Tech Seminar. Those in attendance were:

| Officers | Board of Directors | Committee Chairs, Members & Visitors |
|-----------------|---------------------------|---|
| Bryan Wehler | Bob Watts | Denise Wessels |
| Larry Taylor | Scott Sample | Tessa Antolick |
| Sean Sweeney | Tom Lock | Mike Engel |
| | Chuck Raudenbush | Tom Bianca |
| | | Bob Schoenberger |

Approve Minutes of February 5, 2015 - Mr. Sweeney asked about additions or corrections to the minutes of the February 5, 2015 Board meeting. Mr. Raudenbush moved the minutes be approved. Mr. Watts seconded. Mr. Wehler called for the vote; the motion passed unanimously.

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

- Reconciliation Summary Periods Ending February 27, 2015 & March 31, 2015
- Reconciliation Detail Period ending March 31, 2015

After review, motion by Mr. Watts, second by Mr. Sweeney 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 was the main focus. Mr. Watts provided an update to HB 398 from Delaware County related to trucking of leachate, similar bill in the senate. There is a public hearing in Room 60 of the East Wing 10:30 am. Mr. Sample asked about PWIA's work on the bill, and noted that Mary Weber was to attend the hearing.

Membership/Marketing Strategy Committee Report – No report, Ms. Antolick suggested a membership drive; existing members to find one new member. Chapter could use the newsletter for the membership drive and recruitment. Incentives might also be an option.

Young Professionals Committee Report - Ms. Antolick discussed the need to track down YP chapter members and get accurate data. This info can be reported on the SWANA membership registration but may not be filled out. Discussed adding a call for YPs into the newsletter. Also discussed having a YP event at the Fall Conference like having a Chapter sponsored dinner. It was brought up that this might interfere with YP networking with more senior members at other dinner events.

Newsletter Committee – No report. The newsletter draft is complete and went out; will need comments by the end of the week. A question arose about adding a YP section to the newsletter.

Ms. Antolick will prepare a section and **Mr. Sweeney** will coordinate with **Mr. Hasemeier** to get it included.

Scholarship Committee Report – Mr. Wehler indicated that the deadline for application is May 1st. So far only one application was received by email. The forms are on the website. Another email can be put out by Ms. Cristofolletti and Ms. Megonnel. The scholarship budget is ~ \$6k per **Mr. Taylor**. **Mr. Wehler** said that if we skip the May meeting, he would talk to **Mr. Zorbaugh** about making a Chapter recommendation to national by May 31st. This could be discussed at the Chapter level at the June 4th meeting.

Fall Conference Program Report - Ms. Nestor provided a written report. As of April 30th, 17 of 31 booth spaces were sold, and only 3 major sponsorship slots remained available. Current income from exhibits ~ \$8,650 and sponsorships ~ \$15,650.

Dr. George Koerner will be conducting a geosynthetics CQA class during the conference which would be an excellent class for YP participation.

The 17th Fall Conference will be held on Wednesday and Thursday, September 9 and 10, 2015 at the Harrisburg Hilton.

Mini Technical Seminars Report – Ms. Wessels reported that there were 62 total participants at the April Mini Tech and good presenters. Ideas for the next Mini tech include “A day in the life of a groundwater sample” to be hosted by Suburban Testing Labs.

The Spec Fuel tour is still in the works. **Mr. Raudenbush** said to pick a date, and he would try set up the tour. Thurs July 16th was discussed as a date.

Mr. Sample offered a tour of a soon to be installed leachate evaporator, and the existing greenhouses at the NTSWA facility as a future event. CNG facilities for collection fleets may be another future option.

Mr. Taylor brought up managing the registration process. When companies register for participants, the form needs to provide multiple lines for registrant names. Currently, some registrations had the company name but not the individual attending. **Mr. Watts** will work with **Mr. Taylor** on the form revision.

ROAD-E-O Committee - Mr. Sample reported that the forms are on the website. The committee is still looking for sponsors. Highway Equipment is a Gold Sponsor for the banquet, and Cleveland Bros. is supplying a dozer for the event. NTSWA is providing a compactor for the event. The site is ready, but still looking for judges. **Mr. Engel** can send a truck to pick up the barricades that are currently in York. May 1 is the deadline for participant registration.

Website - Mr. Watts reported that if anyone saw anything or needed anything listed on the website to let him know.

International Director Report – Mr. Watts provided a written report including the SWANA national news release re: naming David Biderman as the new Executive Director. **Mr. Watts** also reported discussions re: a vote regarding a 6% increase in the cost of national dues; he was not in favor of this increase.

Calendar of Events:

Calendar Update -

SWANA Pennsylvania Keystone Chapter FY 2014-2015 Calendar

DECEMBER 2014

- Sign Secretariat service contract for next year

JANUARY 2015

- Thursday, 1/8, 10 am, **Board Meeting Conference Call**
- Email mini-technical seminar announcement
- Email 13th Annual Mid-Atlantic Regional Road-E-0 announcement
- Program Committee initiates planning for 17th fall conference

FEBRUARY 2015

APRIL 2015

- Thursday, 4/21, 9 am, **Annual Spring Mini-Technical Seminar, Best Western, Harrisburg**
- Thursday, 4/21, **Board Meeting Conference Call**
- Distribute spring newsletter via email

MAY 2015

- Thursday, 5/1, Scholarship Application Deadline
- Thursday, 5/7 10 am, **Board Meeting at Modern Landfill, York, PA (cancelled)**
- Nominating Committee presents Slate of Directors for election

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 17th 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, 8/6, 10 am, **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

Mr. Taylor brought up a discussion about planning for **Ms. Dougherty's** succession. The fall conference is getting committee assistance for now. **Mr. Watts** brought up the potential for contracting for one person from Association Organization Services or a similar service. **Mr. Wehler** is aware of a contracted administrative assistant who currently has one day a week free. He said there might be interest, and that he could contact her directly about the position.

NEW BUSINESS

Mr. Watts reported that SWANA HQ sent an email looking for host Chapters for a Senior Public & Private Executives Seminar. This is a potential opportunity.

Mr. Wehler asked if there was any other New Business

NEXT MEETING

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be held on Thursday, June 4th, 2015 at 10 am via conference call if the May meeting is cancelled.

ADJOURN

There being no further business to come before the Board and on motion by **Mr. Watts**, second by **Mr. Raudenbush** and unanimous vote the meeting adjourned at 2:45 pm.

Respectfully submitted,

Sean Sweeney
Keystone Chapter Secretary