

On February 3, 2022, at 10:05 am, the Keystone Chapter of SWANA Board of Directors Meeting was called to order by **Ms. Nestor**. Meeting was a video conference call. Those in attendance were:

<b>Officers</b>	<b>Board of Directors</b>		<b>Committee Chairs, Members, Visitors</b>
Michele Nestor	Dan Fellon	Chuck Raudenbush	Dan Brown
Denise Wessels	Jill Hamill	Scot Sample	Chanda Martino
Tom Lock	Scott McGrath	Chris Toevs	
Bernie Rieder	Elizabeth Osborne	Bob Watts	

Not present: Mike Brubaker, Brandon Comer, Sean Sweeney, Carolyn Witwer

### **SECRETARY'S REPORT**

**Mr. Lock** presented the minutes from the January 3, 2022 Board of Directors Meeting.

Motion was made by **Ms. Nestor** to approve the minutes with recommended edits. **Mr. Sample** seconded. Vote was called; the motion passed unanimously.

The January 3, 2022 Board of Directors Meeting minutes are attached and hereto made part of the minutes.

### **TREASURER'S REPORT**

**Mr. Rieder** presented the Treasurer's Report.

A motion was made to approve the Treasurer's reports and transaction for January 1 through January 31, 2022, as presented. Motion made by **Ms. Wessels** and seconded by **Mr. Lock**. Vote was called and motion passed unanimously.

A motion was requested to approve payment of the January Business Manager invoice in the amount of \$2,545.52. Motion made by **Ms. Wessels** and seconded **Mr. Fellon**. Vote was called; the motion passed unanimously.

The Treasurer's Report and Business Manger invoice are attached and hereto made part of the minutes.

### **COMMITTEE REPORTS**

#### **Advisory Board**

No report.

#### **Articles & Bylaws**

No report.

**Ms. Nestor** requested that committee review the Bylaws to see what the process is to change the structure of the committees.

#### **Communications & Newsletter**

No report.

#### **Legislative & Policy**

**Mr. Raudenbush** discussed Recycling and Composting Accountability Act and the Recycling Infrastructure and Accessibility Act. SWANA requests that the Chapter reviews these and share the view of the Board. Right to Know has been passed in the Senate and the House. The governor has not yet signed it.

#### **Membership & Marketing**

No report.

## **Personnel & Nominating**

No report.

## **Fall Conference**

**Ms. Nestor** gave an update on the Recycling Summit and encouraged everyone to register. Exhibitor and Sponsor registrations have opened. There are new exhibitor packages to include the Recycling and Safety Summits.

## **Mini-Tech Seminars**

**Ms. Wessels** shared that Mini-Techs are currently on hold due to COVID.

## **Road-E-O**

**Mr. Watts** discussed the benefits of being a volunteer at the Road-E-O. The 2022 Mid-Atlantic Regional Road-E-O registration has opened for competitors and volunteers and sponsors are also needed.

## **Safety**

**Ms. Osborne** will be attending the NJ Conference in April.

Planning for the Safety Summit has begun.

## **Scholarships**

**Mr. Brown** gave an update on scholarships. The applications for 2022 have been released by SWANA and distributed to our Chapter members. The deadline for applications is May 2.

## **Young Professionals**

**Ms. Hamill** and **Mr. Comer** have begun planning for the YP Happy Hour on March 14, the start of the Recycling Summit.

## **Strategic Planning**

No report.

## **CHAPTER CALENDAR**

### **February 2022**

- Thursday, 2/3, 10 am - **Board Meeting Conference Call**
- Scholarship applications released from SWANA International
- Send Scholarship announcement to members

### **March 2022**

- Thursday, 3/3, 10 am - **Board Meeting Conference Call**
- 3/14 & 3/15, **Recycling Summit, Hilton Harrisburg**
- 3/15, Article Deadline for Spring Edition of *The Keystone*

### **April 2022**

- Thursday, 4/7, 10 am - **Board Meeting Conference Call**
- 4/15, Call for BOD nominees
- Distribute Spring Edition of *The Keystone*

## **May 2022**

- 5/2, Chapter Scholarship Application Deadline
- Thursday, 5/5, 10 am - **Board Meeting, TBD**
- **5/12 & 5/13, 2022 Mid-Atlantic Regional Road-E-O, Elkton, MD**
- **5/17 & 5/18, Safety Summit, Hilton Harrisburg**
- 5/31, BOD nominations Deadline

## **June 2022**

- Thursday, 6/2, 10 am - **Board Meeting Conference Call**
- 6/1, Deadline for submittal of Grant H. Flint Scholarship recommendations to SWANA
- 6/2, Nominating Committee presents Slate of Officers and Directors for election

## **July 2022**

- **No Board Meeting**
- Wednesday 7/15, Article Deadline for Summer Edition of *The Keystone*

## **August 2022**

- Thursday, 8/4, 10 am - **Board Meeting Conference Call**
- Distribute Summer Edition of *The Keystone*

## **September 2022**

- 9/7 & 9/8, **Annual Joint Fall Conference, Hilton Harrisburg**
- 9/8, **Chapter Annual Business Meeting and Election** immediately following Fall Conference
- Chapter Fiscal Year Ends

## **OLD BUSINESS**

**Ms. Nestor** reviewed the Business Manager contract and the need to revise the marketing portion of the contract to better reflect the marketing functions of the Business Manager going forward. Content of the marketing items should be provided by the Board and forwarded to the Business Manager to be distributed to the members via email or social media outlets.

## **NEW BUSINESS**

**Mr. Lock** requested the call for nominations for the elections be moved up on the calendar to May 15.

## **NEXT MEETING**

The next regularly scheduled meeting of the Keystone Chapter Board of Directors will be a video conference meeting on March 3, 2022, at 10:00 am. All members are welcome.

## **ADJOURN**

With no further business to address, a motion was made by **Mr. Lock** and seconded by **Ms. Wessels** to adjourn at 10:43 am. Vote was called; motion passed unanimously.

Respectfully Submitted,

Chanda Martino  
Business Manager