

On February 5, 2026, at 10:01 am, the Keystone Chapter of the SWANA Board of Directors Meeting was called to order by **Scot Sample**. The meeting was a video call. Those in attendance were:

Officers	Board of Directors		Committee Chairs, Members, Visitors
Scot Sample	Mike Brubaker	Chuck Raudenbush	Chanda Martino
Ashley Dobak	Thomas DaCosta	Chris Toevs	Jill Hamill
Skip Garner	Dan Fellon	Bob Watts	Rich Nolan
Denise Wessels	Scott McGrath	Jim Zendek	

Not present: Michele Nestor, Dan Brown, Adrienne Fors, Dave Yesavage, Dan Youngs

SECRETARY'S REPORT

Dobak presented the minutes from the January 8, 2026, Board of Directors Meeting.

Garner moved to approve the minutes without edits, and **Hamill** seconded. A vote was called, and the motion passed unanimously.

The January 8, 2026, Board of Directors Meeting minutes are attached and included in the minutes.

TREASURER'S REPORT

Garner presented the Treasurer's Report. **Dobak** motioned to approve the Treasurer's Report, including paying the Business Manager's invoice, as presented. **Brubaker** seconded. The vote was called, and the motion passed unanimously.

The Treasurer's Report and Business Manager invoice are attached and included in the minutes.

COMMITTEE REPORTS

Advisory Council

Toevs reviewed and discussed his report, including proposed changes to the Region 7 MOU. Following a discussion about the proposed changes, the Board decided to add a \$1,500 budget item for the Advisory Council annually. The motion was made by **Raudenbush** seconded by **Garner**, and the Board passed it unanimously.

A motion was made by Wessels to accept the Region 7 MOU with all recommended edits, as indicated in the attached document. Seconded by **McGrath**. The vote was called, and the motion passed unanimously.

The Advisory Council Report is attached and included in the minutes.

Articles & Bylaws

No report.

Audit/Budget/Finance

Garner is scheduling a meeting to conduct an audit for mid-March.

Communications & Newsletter

If anyone has any articles for the next newsletter, send them to Denise or Adrienne.

Legislative & Policy

Raudenbush noted that the House and Senate are both divided and are now trying to pass a budget for the 2027 fiscal year.

Membership & Marketing

No report.

Personnel & Nominating

No report.

Fall Conference

No report.

Mini-Tech Seminars

Wessels reported that the registration for the April 16 Advanced Recycling Technology Mini-Technical Seminar at CRRRA will open in a few days.

Road-E-O

Watts noted that the committee is reaching out to NY and Virginia and is also looking for sponsors and volunteers. Registration will open soon.

Safety

No report.

Scholarships

No report.

Strategic Planning

No report.

Young Professionals

DaCosta updated that he was recently introduced to a University of Delaware professor with a large network in the greater Philadelphia area. He hopes to set something up with her classes.

CHAPTER CALENDAR

February 2026

- Thursday, 2/5, 10 am - **Board Meeting Conference Call**
- Business Manager prepares fiscal audit & meets with Audit Committee
- Scholarship applications released from SWANA International
- Send Scholarship announcement to members

March 2026

- Thursday, 3/5, 10 am - **Board Meeting Conference Call**
- Thursday, 3/19, 10 am - Audit & Business Manager Review, Greater Lebanon Refuse Authority

April 2026

- Thursday, 4/2, 10 am - **Board Meeting Conference Call**
- Thursday, **4/16 - Advanced Recycling Technology Mini-Technical Seminar**, Centre County Recycling & Refuse Authority
- 4/15, Call for BOD nominees

May 2026

- 5/1, Chapter Scholarship Application Deadline
- Thursday, 5/7, 10 am - **Board Meeting, In-Person, TBD**
- 5/31, BOD nominations Deadline

June 2026

- Thursday, 6/4, 10 am - **Board Meeting Conference Call**
- 6/2, Nominating Committee presents Slate of Officers and Directors for election
- Friday, **6/26 – 2026 Mid-Atlantic Regional Road-E-O**, Northern Tier Solid Waste Authority

July 2026

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

August 2026

- **No Board Meeting**

September 2026

- **9/9 & 9/10 - Annual Joint Fall Conference, Hilton Harrisburg**
- **9/10, Chapter Annual Business Meeting and Election** immediately following Fall Conference
- Chapter Fiscal Year Ends

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 virtual meeting on March 5, 2026, at 10:00 am.

ADJOURN

With no further business to address, **Raudenbush** moved to adjourn the meeting, which **Wessels** seconded. A vote was called, and the motion passed unanimously at 10:35 am.

Respectfully Submitted,

Chanda Martino, Business Manager

Keystone SWANA Treasurer's Report

March 5, 2026

BOD Meeting

Presented by Skip Garner

March 5, 2026

1. Balance Sheet as of February 27, 2026.
2. Transaction Detail by Account February 1 through February 27, 2026, for FNB Checking and Money Market accounts.
3. FNB Investment statement for February 2026.
4. Business Manager timesheet and invoice for February in the amount of \$2,505.48.

A **MOTION** is requested to approve all transactions from February 1 through February 27, 2026, and the February Business Manager invoice, as presented.

6:53 PM

PA Keystone Chapter of Solid Waste Association of N.America
Balance Sheet
As of February 27, 2026

03/03/26

Accrual Basis

	<u>Feb 27, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
1011 · FNB Checking	8,587.72
1012 · FNB Money Market	24,646.08
	<hr/>
Total Checking/Savings	33,233.80
	<hr/>
Total Current Assets	33,233.80
	<hr/>
TOTAL ASSETS	33,233.80
	<hr/> <hr/>
LIABILITIES & EQUITY	0.00

PA Keystone Chapter of Solid Waste Association of N.America
Transaction Detail by Account
February 1 - 27, 2026

03/03/26

Date	Num	Name	Memo	Split	Amount
1011 · FNB Checking					
02/05/2026	143	Chanda Martino	January 2026 Business Manager invoice	2000 · Accounts Payable	-1,423.31
02/18/2026			SWANA Member Dues	4500 · Membership Dues	2,212.15
02/24/2026			Apr 16 MT	-SPLIT-	33.68
02/25/2026			25 FC Deposit	4134 · Fall Conf. Attendee	325.00
02/25/2026	EFT	FNB Credit Card	FNB Credit Card purchases for January	6556 · Officers exp.	-109.98
02/27/2026			Service Charge	6557 · Bank Charges	-67.00
Total 1011 · FNB Checking					970.54
2000 · Accounts Payable					
02/05/2026	143	Chanda Martino	January 2026 Business Manager invoice	1011 · FNB Checking	1,423.31
Total 2000 · Accounts Payable					1,423.31
4120 · Special Events Income					
4130 · Fall Conference Revenue					
4134 · Fall Conf. Attendee					
02/25/2026		Allegheny County Health Dept	25 FC - Calif Nakkeow	1011 · FNB Checking	-325.00
Total 4134 · Fall Conf. Attendee					-325.00
Total 4130 · Fall Conference Revenue					-325.00
4150 · Mini Tech Session					
4151 · Half Day Mini-Tech Session					
02/24/2026		STRIPE	Apr 16 MT - S Burn	1011 · FNB Checking	-35.00
Total 4151 · Half Day Mini-Tech Session					-35.00
Total 4150 · Mini Tech Session					-35.00
Total 4120 · Special Events Income					-360.00
4301 · Program Income					
4500 · Membership Dues					
02/18/2026		SWANA National	SWANA Member Dues - Oct, Nov, Dec	1011 · FNB Checking	-2,212.15
Total 4500 · Membership Dues					-2,212.15
Total 4301 · Program Income					-2,212.15

PA Keystone Chapter of Solid Waste Association of N.America
Transaction Detail by Account
February 1 - 27, 2026

03/03/26

Date	Num	Name	Memo	Split	Amount
5020 · Special Events Expenses					
5040 · Mini-Tech Expenses					
5042 · Credit Card Processing Fee					
02/24/2026		STRIPE	cc fees	1011 · FNB Checking	1.32
Total 5042 · Credit Card Processing Fee					1.32
Total 5040 · Mini-Tech Expenses					1.32
Total 5020 · Special Events Expenses					1.32
6320 · Operation Expenses					
6340 · Business Expenses					
6557 · Bank Charges					
02/27/2026			Service Charge	1011 · FNB Checking	67.00
Total 6557 · Bank Charges					67.00
Total 6340 · Business Expenses					67.00
Total 6320 · Operation Expenses					67.00
6800 · Program Expenses					
6556 · Officers exp.					
02/25/2026	EFT	FNB Credit Card	Post surgery get well gift VP	1011 · FNB Checking	109.98
Total 6556 · Officers exp.					109.98
Total 6800 · Program Expenses					109.98
TOTAL					0.00

Account Details

MoneyGuideSuite SmartWorks Adviser MorningStar eCabinet Annuities Add To Acct Group Settlements & Suitability

Accounts: Attribute:

Name: PENNSYLVANIA KEYSTONE CHAPTER Total Assets: \$58,748.50 Open Date: 4/22/2024
 Birth/Agrmnt Date: Market Value: \$58,748.45 Rep Name: Peter Billis
 Phone Number: 866-467-9262 Money Market: \$0.05 Branch Location: Billis_Carveout
 Address: LEBANON PA, 17046 Cash: \$0.00
 YTD Dist: \$0.00
 YTD Cont: \$0.00
 PrevYearCont: \$0.00

Current Opportunities



Suggestions

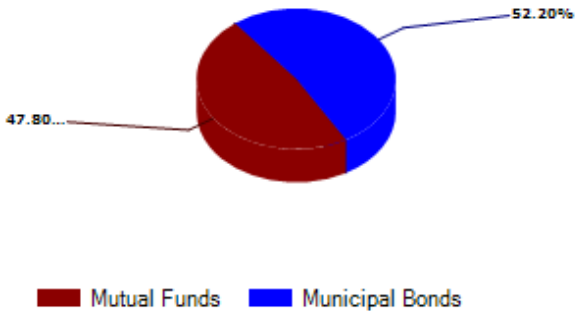
More Suggestions

Single Account Household	<input type="text"/>
<u>Why?</u>	55%
No Qualified Accts	<input type="text"/>
<u>Why?</u>	45%
Retirement Plan Rollover	<input type="text"/>
<u>Why?</u>	43%

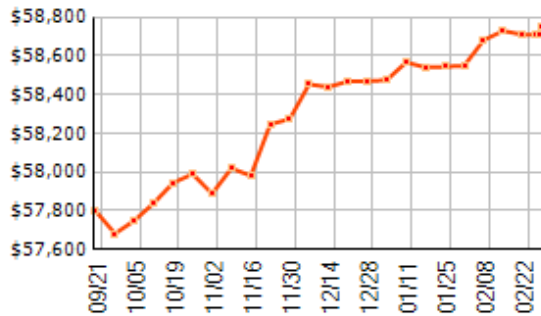
View client in RightBRIDGE

Asset Details

Asset Allocation



Asset History



Brokerage and Direct Account Summary

<input type="checkbox"/> Hold	Account#	Symbol	Description	Quantity	Purchase Cost	Market Price	Market Value	Unrealized Gain/Loss	ST / LT	Port %
<input type="checkbox"/>		AFAXX	**AMERICAN FDS U S GOVT MONEY MARKET FUND CL A	<u>28,082.450</u>	\$ 0.00	\$ 1.00	\$ 28,082.45	\$0.00	Unknown	47.80%
<input type="checkbox"/>		FIAXXX	FLEXINSURED ACCOUNT FDIC	<u>0.050</u>	\$ 0.05	\$ 1.00	\$ 0.05	\$0.00	UNKNOWN	0.00%
<input type="checkbox"/>		005824JA6	ADAMS CNTY ILL SCH DIST NO 172 GO SCH BDS 3.25000% 02/01/2036 AA	<u>5,000.000</u>	\$ 4,999.99	\$ 100.01	\$ 5,000.40	\$0.41	LT	8.51%
<input type="checkbox"/>		213185BQ3	COOK CNTY ILL TAXABLE-SER B BUILD AMER BDS G/O 6.36000% 11/15/2033 AA3 A+	<u>5,000.000</u>	\$ 5,998.32	\$ 109.31	\$ 5,465.70	(\$532.62)	LT	9.30%
<input type="checkbox"/>		45203H5E8	ILLINOIS FINANCE AUTH REV BDS OSF HEALTHCARE SYSTEM 4.12500% 11/15/2037 None A	<u>5,000.000</u>	\$ 5,000.00	\$ 100.01	\$ 5,000.45	\$0.45	LT	8.51%
<input type="checkbox"/>		573205KR1	MARTIN CNTY KY SCH DIST FIN CO BDS 2018 3.62500% 11/01/2032 AA3	<u>5,000.000</u>	\$ 5,000.00	\$ 100.07	\$ 5,003.30	\$3.30	LT	8.52%
<input type="checkbox"/>		607730AA6	MODESTO CA CITY SCHS JT PWRS AUTH LEASE REV QUALIFIED SCH 7.00000% 06/01/2027 A1	<u>5,000.000</u>	\$ 5,288.00	\$ 103.86	\$ 5,193.10	(\$94.90)	LT	8.84%
<input type="checkbox"/>		65821DSL6	NORTH CAROLINA ST MED CARE COMMISSION HLTH CARE FACS 4.00000% 06/01/2034 A2 A	<u>5,000.000</u>	\$ 5,000.00	\$ 100.06	\$ 5,003.05	\$3.05	LT	8.52%
Totals:					\$31,286.36		\$58,748.50			

Save Recommendations

Total Unrealized Gain/Loss: (\$620.31)

Annuity Summary

No Annuity Assets are Available

* The Market Price shown in the Brokerage and Direct Account Summary is the closing price as of the trading day prior to today. The Market Value, Gain/Loss, Total Short Term Gain/Loss, and Total Long Term Gain/Loss, and the Total Unrealized Gain/Loss amounts are based on the Market Price and are only indication of approximate values. There is no guarantee that the Market Price shown will apply to any transaction. Market Value displayed reflects priced positions only.

Annuity Summary information is provided through an arrangement with DTCC. Contract values reflect the most recent price provided by the carrier and received from DTCC and is most frequently updated weekly. ** Surrender Date may change whenever an additional premium is paid into the contract.

This report is provided for information purposes only. Information in this report is obtained from sources believed to be reliable. However, Cetera Investment Services does not warrant the accuracy, currency or completeness of any third party information.

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Chanda Martino

Business Manager

5 Heart Lane, Lebanon, PA 17046

717-507-7462

Bill To

Date: 3/3/2026

Pennsylvania Keystone Chapter of SWANA
1800 Russell Road, Lebanon, PA 17046

Description	Amount
Hours for February 1 - 28, 2026	\$2,394.60
Mileage	\$20.88
Phone	\$60.00
Internet	\$30.00
Total	\$2,505.48

Expenses	Amount
Total	

Total **\$2,505.48**

Pennsylvania Keystone Chapter of SWANA

Business Manager

FEBRUARY 2026

Date	Mileage		General	Fall Conf	Roadeo	MiniTech	Total Hours
2-Feb	0	email, unpaid invoices, timesheet, invoice, annual docs, bod docs	3.75	0	0	0	3.75
3-Feb	7.2	GLRA - mail, bod prep, email, mini-tech registration setup	1.75	0	0	0.5	2.25
4-Feb	0	quickbooks back up and update, bod meeting prep, investment docs, finances	3.5	0	0	0	3.5
5-Feb	0	bod meeting prep and meeting, newsletter stats, meeting follow ups	2	0	0	0	2
6-Feb	0	roadeo registration design and setup, email, minutes, minitech registration design and	2.5	0	3	1.5	7
9-Feb	7.2	GLRA - mail, roadeo meeting, roadeo and minitech registrations, email	1.25	0	2	1	4.25
10-Feb	0	meeting with website developer, backend design changes	1	0	0	0	1
11-Feb	0	SWANA annual report, website updates, email	3.75	0	0	0	3.75
12-Feb	0	FNB investment docs, email, website updates, minitech reg, minitech ad	2	0	0	0.75	2.75
13-Feb	7.2	GLRA - mail, website updates, minitech ad, email, finances	3.5	0	0	0.5	4
16-Feb	0	roadeo email, monthly files, minutes	1.75	0	0.25	0	2
18-Feb		email, roadeo regisration design and testing, newsletter	1.25	0	1	0	2.25
22-Feb	0	website outage troubleshoot, server update	1	0	0	0	1
23-Feb	7.2	GLRA - mail, roadeo registration testing, website updates, finances, quickbooks entries	1.25	0	0.25	0	1.5
24-Feb	0	audit prep, email, SWANA emails, minutes, roadeo registration testing	2.5	0	0.5	0	3
25-Feb	0	newsletter, fc call, minutes, bod prep, file management, finances, check processing	6.25	0.5	0	0	6.75
26-Feb	0	back ups, prep for audit, finances, email	1.25	0	0	0	1.25

28.8 Total Miles

Total Hours	40.25	0.5	7	4.25	52
	\$ 1,853.51	\$ 23.03	\$ 322.35	\$ 195.71	

TIME	\$ 2,394.60
MILEAGE	\$ 20.88
PHONE	\$ 60.00
INTERNET	\$ 30.00
TOTAL	\$ 2,505.48

1st QTD Hours	68.25	1	7	4.25	80.5
2nd QTD Hours	0	0	0	0	0
3rd QTD Hours	0	0	0	0	0
4th QTD Hours	0	0	0	0	0
YTD hours	68.25	1	7	4.25	80.5

Advisory Council Meeting Report

Date: March 3rd, 2026

Prepared by: Christopher Toevs

The SWANA Advisory Council received a February 2026 update from Chief Executive Officer Amy Lestition Burke outlining organizational initiatives, upcoming events, and priorities for chapters and volunteer leaders.

The update emphasized the importance of continued engagement between SWANA staff and volunteer leadership. SWANA leadership highlighted recent site visits to the Lancaster County Solid Waste Management Authority and the Delaware Solid Waste Authority which provided staff with direct exposure to day-to-day operations in the waste and resource management industry. These visits were intended to strengthen staff understanding of operational realities across collection systems, material recovery facilities, and landfills.

Several administrative items were highlighted for chapters. Chapter Progress and Financial Reports for 2025 were due on February 15th, 2026, and chapters were asked to submit updated governance, activities, and financial information through SWANA's reporting system. SWANA also announced that chapter dues allotments for October through December 2025 were scheduled to be released following the February federal holiday.

The organization also announced the opening of the RCon 2026 Call for Presentations, with proposals due by March 11th, 2026. Submissions must include session descriptions, learning objectives, and presenter information. In addition, WM (Waste Management) was welcomed as SWANA's newest corporate partner, joining other partners supporting industry initiatives and the upcoming RCon conference.

Upcoming engagement opportunities for Advisory Council members include two Advisory Council Conversation sessions scheduled for March 5th and March 26th, 2026. These virtual meetings will build on discussions from the November Advisory Council meeting and will focus on developing new initiatives and ideas to enhance value for the waste and resource management industry.

SWANA also highlighted several organizational initiatives and opportunities, including:

- Recruitment of a host chapter for the 2026 International Road-E-O competition.
- Continued emphasis on chapter membership recruitment and retention, with tools provided to help chapters identify and contact expiring members.

- Promotion of Enterprise Membership, which allows organizations to enroll multiple employees in SWANA membership and training programs.
- Open nominations for the FY2027 Board Secretary and Technical Division leadership positions.
- Scholarship opportunities for students pursuing degrees related to environmental science, engineering, and waste management.

On the advocacy front, SWANA issued a statement responding to the federal repeal of the EPA's 2009 Endangerment Finding, noting concerns about regulatory uncertainty for state and local governments while reaffirming SWANA's commitment to protecting public health, advancing responsible waste management, and supporting science-based decision-making. The organization also submitted comments regarding regulations affecting refillable propane cylinders, citing safety and operational concerns for waste management facilities.

Finally, SWANA announced the rebranding of its member newsletter from "I Am SWANA" to "The Resource," reflecting the industry's shift toward resource management and circular economy principles. Additional outreach efforts include continued media engagement on topics such as PFAS impacts on landfills and safety concerns related to lithium-ion battery fires.

Overall, the February update focused on strengthening chapter engagement, expanding industry partnerships, promoting professional development opportunities, and continuing SWANA's advocacy and communication efforts across the waste and resource management sector.

SWANA Membership Committee Report

Meeting Date: February 27th, 2026

The SWANA Membership Committee met on February 27th, 2026 to review the current status of membership, discuss enterprise membership expansion, evaluate website usability, and establish membership growth goals for the coming year.

The meeting began with opening remarks and introductions from Committee Chair Preston Lee. Following introductions, the committee reviewed the current status of SWANA membership. This discussion included the most recent membership numbers and an overview of how membership levels affect the organization's overall budget and revenue.

Membership dues remain a key component of SWANA's financial structure, and the committee emphasized the importance of continued recruitment and retention efforts to support organizational programming and services. It was discussed that members of the committee commit to recruiting at least 1 member per month to help SWANA achieve its membership goals.

An update was then provided on the progress of the Enterprise Membership program by Tracy Schorle. The discussion focused on organizations currently engaged in negotiations or discussions regarding enterprise-level participation. The committee also reviewed the number of organizations that currently maintain multiple individual memberships but have not yet been approached about transitioning to an Enterprise Membership structure. Enterprise membership continues to be viewed as a strategic opportunity to increase organizational engagement while providing value to companies with multiple employees involved in SWANA.

The committee also discussed the accessibility of the SWANA website, particularly as it relates to membership information. Members evaluated the pathway from the Community page to the Membership page and discussed potential improvements to make membership information easier to find and understand. In addition, the committee identified mobile functionality as an area where improvements could further enhance accessibility and user engagement.

Another topic of discussion focused on outreach to smaller organizations within the waste and resource management industry. The committee discussed strategies for communicating the value of SWANA membership and enterprise participation to smaller firms and organizations that may not currently see a clear connection between membership and their professional needs. Efforts will focus on highlighting tangible benefits and ensuring SWANA programming remains relevant to organizations of varying sizes.

The committee concluded the meeting by outlining measurable goals for membership growth and engagement. Members committed to adding three new individual members per quarter and identifying five new enterprise membership leads during the same period. These goals are intended to encourage proactive outreach by committee members and strengthen SWANA's membership pipeline.

The meeting concluded with an open discussion period for questions and additional comments before adjourning.

Pennsylvania Keystone Chapter SWANA

FY 2025 – 2026 Calendar

March 2026

- Thursday, 3/5, 10 am - **Board Meeting Conference Call**
- Thursday, 3/19, 10 am - Audit & Business Manager Review, Greater Lebanon Refuse Authority

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July 2026

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August 2026

- **No Board Meeting**

September 2026

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