

On August 3, 2017 at 10:04 am, the SWANA Keystone Chapter Board of Directors Meeting was called to order. Meeting was a conference call. Those in attendance were:

Officers

Bryan Wehler
Sean Sweeney
Michele Nestor
Larry Taylor

Board of Directors

Tessa Antolick
Mike Engel
Tom Lock
Scott McGrath
Chuck Raudenbush
Denise Wessels

Committee Chairs, Members, & Visitors

John Aliveto
Chanda Martino

Not present: Robert Zorbaugh, Jen Cristofolletti, Mike Engel, Robert Hasemeier, Scot Sample, Bob Watts, Alison D'Airo, Dan Brown, David Horne

SECRETARY'S REPORT

Approve Minutes from June 1, 2017 Board Meeting – **Ms. Nestor** presented the minutes and asked if there were any comments or revisions. **Mr. Lock** moved to approve the minutes for the June 3, 2017 Board Meeting. **Mr. Wehler** 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 as presented. **Mr. Wehler** moved to approve the motion and **Ms. Nestor** 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. Sweeney** moved to approve and **Mr. Wehler** 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 regarding Biomass-Based Fuels was reviewed. **Mr. Raudenbush** also gave a brief update on legislative actions. **Ms. Nestor** also shared an update on current legislation.

The Advocacy Alert is attached and hereto made part of the minutes.

Membership/Marketing

Ms. Nestor volunteered to co-chair the Membership/Marketing Committee. It was also suggested to wrap this committee into Program/Training. Scott McGrath volunteered to co-chair. **Mr. Taylor** will contact Kelly Wolf to also assist, as she has expressed interest in the committee.

Newsletter

A report of the results of the newsletter survey was submitted by the editor, **Ms. D'Airo**. The survey was reviewed, followed by a brief discussion of her recommendations.

The newsletter survey report and recommendations are attached and hereto made part of the minutes.

Nominating

Mr. Sweeney reviewed the slate submitted to the Board and requested comments. There being no comments, **Mr. Sweeney** requested a motion to approve the slate as presented. **Mr. Wehler** so moved, seconded by **Mr. Taylor**. A vote was called; motion passed unanimously.

Ballots must be submitted to **Mr. Sweeney** by September 7 and the results presented at the annual board meeting the same day.

The ballot and biographical sketch of the candidates are attached and hereto made part of the minutes.

Fall Conference

Ms. Nestor reported booths and sponsorships are still available for the Fall Conference. DEP has registered their people early with approximately 59 attendees and 15 for the pre-conference training. The chairs have decided to experiment with a new attendee directory. The move to a digital directory rather than a paper one will reduce time, effort, paper and possible privacy issues. This move will also be of benefit to exhibitors who use the directory to create mailing lists, etc. The directory will be sent to exhibitors approximately one week ahead of time.

This year, there will be more speakers and more sessions. Each session will have one speaker allowing more topics to be presented.

Ms. Nestor plans to use social media to get attendees more involved and improve advertising. Details are still to be determined. Attendees can take photos and post them on Twitter and Facebook. On the last day, the photos will be shown during the conference; possibly giving awards for certain categories of photos.

Over the next few weeks, emails will be sent twice a week to create interest and give the speakers more visibility.

Currently, there are over 200 attendees registered for the fall conference.

A memorial sponsorship has been setup by a group of authorities.

Mini-Tech Seminars

Ms. Wessels reviewed her report; it is attached and hereto made part of the minutes.

Road-E-O

No report.

International

Mr. Wehler reviewed the International Director's report.

There was a brief discussion on the Chapter booth at the North American Road Show at WASTECON in Baltimore. **Ms. Martino** is following up with SWANA National.

A copy of the International Director's Report is attached and hereto made part of the minutes.

Safety

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

Mr. Aliveto requested the Board decide how to handle the incident reports that are being sent by National SWANA. The Safety Ambassadors are being directed by National to provide a brief release statement of each incident with a summary

of the events and distribute it to the chapter members. A discussion was held regarding how appropriate it is for the chapter to publish them versus National publishing them directly.

It was decided to publish a piece for the newsletter only and let National handle any other communications related to safety incidents.

Scholarships

Mr. Taylor reported the scholarship checks were sent to the recipients. **Ms. Martino** has received photos of 3 of the 4 recipients to be featured in the fall newsletter.

Young Professionals

Ms. Antolick reported on the YP Technical Session that was held on June at Lycoming County Resource Management Services. The informative session included tours of several LCRMS facilities, presentations by their landfill engineer and other employees, followed by lunch. Pictures will be submitted for the fall newsletter.

A brief discussion followed regarding a possible YP networking session at the Fall Conference.

Website

Nothing new to report.

CHAPTER CALENDAR

August 2017

- 8/3 @ 10 am - **Board Meeting Conference Call**
- Program Committee prepares program for the Fall Conference

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

OLD BUSINESS

Mr. Taylor reviewed his finding with respect to the investment discussed at the June meeting. The Chapter's Articles of Incorporation documents have been located and supplied to Edward Jones. **Mr. Taylor** and **Mr. Sweeney** are listed on the account with signature authority.

The investment pool suggested by **Mr. Taylor** is the municipality investment standard. The following explanation was provided by **Mr. Taylor**.

Steve Goodhue, Edward Jones, is normally limited by PA regulations to bonds within PA; he suggests the same investment grade standard, but to not limit it to PA as we are not governed by the Municipality Authority Act.

There was a brief discussion followed by a motion to invest \$50,000 as recommended above. **Mr. Wehler** so moved and **Mr. Taylor** seconded. A vote was called; motion passed unanimously.

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 September 7, 2017 immediately following the 19th Annual PWIA Keystone SWANA Joint Fall Conference.

ADJOURN

The meeting adjourned at 11:18 am.

Respectfully Submitted,

Chanda Martino