

MINUTES
Kansas "Sunflower Chapter"
Solid Waste Association of North America
Board Meeting

Date: August 20, 2014

Location: Conference Call

Board Members Present: John Hawk, President; Kent Seyfried, Vice President; Mike Tabor, Treasurer; Kathy Richardson, Secretary; Jeff Beyer; Darren Gilbert; Nathan Hamm; Larry Jumper

Board Members Absent: none

Others Present: none

1. CALL TO ORDER:

The meeting was called to order by John H. at 10:37 AM.

2. SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None.

3. CHANGES TO THE AGENDA:

One edit to the agenda is that the By-Laws committee co-chairs are now Kent S. and Darren G. A motion was made by Nathan H. to approve the agenda with this edit. Kathy R. seconded the motion. The motion passed with all voting in favor.

4. OFFICERS REPORTS:

A. Secretary's Report: Kathy R. emailed the minutes of the July 23, 2014 meeting for the board's review. Larry J. made a motion to approve the minutes. Nathan H. seconded the motion. The motion passed with all voting in favor.

B. Treasurer's Report: The July financial report was not available but Mike T. reported there was not much activity last month. The balance as of today is \$55,601.82.

C. IB Representative's Report and President's Report: John H. is travelling to Dallas on Friday to attend the SWANA IB meeting prior to WASTECON. The IB will be working on finishing the strategic plan. John H. emailed the estimate travel expenses for the IB meeting which totaled \$1,474.26 and includes mileage reimbursement to drive to Dallas roundtrip. Jeff B. made a motion to approve these expenses which will be reimbursed by the Chapter. Darren G. seconded the motion. The motion passed with all voting in favor.

5. COMMITTEE REPORTS:

A. Fall Conference: The annual SWANA/KDHE Solid Waste Management Conference is scheduled for Wednesday and Thursday, November 19th and 20th at the Manhattan Hilton Garden Inn Hotel and Conference Center.

Speakers: Jack C. emailed a list of speakers for the board's review. The schedule is missing some speakers and needs to be updated. John H. will talk to Jack C. and work out a final speaker list to share with the board and to be included in the registration brochure.

Tours: Kathy R. reported that Fort Riley Recycle Center has been confirmed for the tour and a pre-tour has been scheduled for October 8th at 10:30 am to work out any

details. The two other tour locations being explored are Riley County's transfer station and the K-State campus stadium. Kathy R. will continue to work with Jack C. to finalize tour plans and report back to the board.

Registration Fee: John H. reported the following: the food cost per person will be approximately \$102.40; there is no fee for the conference rooms; vendor area set-up (drapes) may cost approximately \$800-\$900; and we do not have a quote yet on bus transportation costs for the tours. He will continue to gather expense information and quotes to share with the board in order to determine the appropriate rate to charge conference participants. There was discussion on whether or not to charge a different fee for a SWANA member versus a non-SWANA member. There was interest in establishing an "early bird" rate and a late registration rate. Kathy R. made a motion to charge an additional \$20 to the established conference registration fee for late registrations received after Friday, October 31st. Nathan H. seconded the motion. The motion passed with all voting in favor.

- B.** Education/Training: This month Kathy R. emailed the SWANA's Managing Integrated Solid Waste Management Systems training course information and registration form to the Chapter contacts. The registration deadline is Friday, August 29th. Darren G. reminded the board that a minimum of 10 participants will need to register in order to continue with plans to offer this class. If it is cancelled due to low registration, registrants will receive notice of cancellation on September 2nd and checks will be returned. So far only 3 registrations have been received.
- C.** Membership/Round Tables: Jeff B. mentioned the next SWANA Solid Waste Management Roundtable Meeting will be hosted in Wichita on Thursday, September 11th. The exact address is Water Center, 101 E. Pawnee Street, Wichita. Kathy R. will send an email blast to Chapter contacts announcing the upcoming roundtable meeting.
- D.** Awards: Nathan H. completed the awards program document. Kathy R. emailed out the document to the SWANA membership and will post it on the website.
- E.** Newsletter/Website: Kathy R. submitted website edits. The newsletter will be reviewed and sent out today.
- F.** Scholarship: No report.

6. OLD BUSINESS:

No report from the By-Laws committee.

No other old business.

7. NEW BUSINESS:

John H. and Nathan H. will look into a new SWANA display booth for the next meeting.

8. NEXT MEETING:

The next board meeting will be in conjunction with the SWANA Roundtable Meeting in Wichita (Location: Water Center, 101 E. Pawnee Street) on Thursday, September 11th at 10:30 am.

9. ADJOURNMENT:

Kent S. moved to adjourn at 11:26 AM. Jeff B. seconded the motion. All voted in favor.

*Submitted to the Board by: Kathy Richardson, Director, on 8/20/14
Kansas Sunflower Chapter, SWANA*