



IDAHO SOLID WASTE ASSOCIATION

P.O. Box 373

BOISE, ID 83701-0373

## BOARD OF DIRECTORS MEETING MINUTES THURSDAY – JANUARY 21, 2020

### ***11:00 AM Meeting Brought to Order***

A quorum being present (Lynde Wallick, Rachele Klein, Nate Francisco, Laureen Chaffin, Michelle Langdon, Jayson Lower, Ian Sutton, Tim Davis, Stephen Freiburger), Nate Francisco called the meeting to order at approximately 11:04 am, and welcomed everybody to the Special Board meeting.

### ***11:05 AM Review/Approval of Previous Minutes***

Fall board meeting

Officer election meeting

Jayson motioned to approve, Stephen second

Approved

### ***11:10 AM Budget Discussion/Approval***

Budget sent by Nate and Laureen put together by executive committee. Nate pointed out that this is a weird budget year since no conference was held. There is a lot of revenue. Couldn't balance for last year like usual. Will try to balance 2020 excess with 2021 deficit.

Stephen asked if 2020 actual is where we ended and if 2021 was what for this year. Laureen confirmed that is correct. Laureen didn't want to just show 2021 budget because that would show a large loss.

Highlighted items were where budget for 2021 differs from 2020 budget line items based on actuals for 2020.

Jayson asked what actual the cash balance is and it is \$39,411.69 in savings \$18,215.05 in checking, and \$506.50 in paypal as of 01/21/2021. Didn't do official treasurers report for this meeting since it is a special meeting but have one for the spring meeting. Reserves have been building for awhile. There have been discussions at many previous meetings on how to get some of that revenue back to members. There is no actual target for reserves minimum.

Zero revenue is planned for fall. The plan is to subsidize quite a bit on fall conference since it will likely be our first in person event back.

Question from Stephen on spring conference budget. Row 24 shows the expense for the venue for the spring conference (conservatively assuming it is in person).

Rachelle motioned to approve, Tim second

Approved

**11:15 AM      *Committee Member Assignments***

Nate presented committee assignments. Went back through bylaws to see which committees need at least 3 members. New spreadsheet reflects this. Committees not requiring 3 members will be filled as need. Laureen was changed to membership chair since she is sending invoices and tracking members and who paid.

Audit committee, Josh Bartlome is chair as the bylaws give preference to past treasurers. Laureen was also added to this committee since she would be very involved in an audit. A question was posed as to if Laureen should be on the committee and if an audit is performed, Laureen would recuse herself from the committee.

Committee assignments were approved as presented.

Motion for approval of committees requiring 3 members. Stephen motioned to accept committees presented by Nate with the provision that Laureen would recuse herself in the case of an audit.

Second by Rachele

Approved

**11:25 AM      *Spring Conference Discussion***

Do we want to provide a virtual spring conference of some sort since a March gathering in Ada County would not be an option? Stephen thinks we should have something that was carefully structured. IAC conference was not a great set up for vendors/sponsors. Jayson participated in a national event that was professionally produced that went well. Others that attended said it things were challenging from a technical point of view and keeping people engaged.

The one that went well had group presenters (speaker and participants to discuss and ask questions of speakers) with videos and interaction within the group in each session with people watching the videos and interaction.

Laureen asked how the videos get produced and what platform is used. Instead of having venue costs, money could be spent on a platform that could have speakers provide videos or powerpoint.

Maybe look for a company that could provide services for what we would have paid for the venue (\$12,500).

Ian talked about what Washington Evergreen does. They use zoom and a consultant that runs the technical parts of the meeting.

Should provide CEU's

Can buy content straight from SWANA to use. There are some interesting subjects such as PFAS. Could mix these in with other presentations.

Could use agenda/speakers from last year and then give that content to someone to make nice.

Could also send a survey but we are only 6 weeks away from the typical timeframe when we hold the conference. Maybe need to move out the conference. April would be a good timeframe.

Mid to end February get survey set. Will get survey and notification out to membership asap after decision is made.

Stephen motions conference committee to hold conference April 29<sup>th</sup>, have \$12,500 budget for technical support of virtual conference (vendor), with agenda set by end of February, targeting 4 CEUs.

Jason second

Approved

***11:50 AM Other Discussion***

Have communications committee send out SWANA training invites. Instead of sending every invite, just do a monthly message with all available upcoming trainings. Or maybe have links for trainings on websites and send out a reminder once a month.

Had a member ask about COVID vaccination information. Question posed to board about whether we want to send out information on who is eligible. This information is constantly evolving and specific to health districts. This is not something we want to get into. Maybe post information on the website directing people to CDC or Idaho state website, which has all the links to the all the health districts. Could also just do an email with a link to the states department rather than putting it on the website.

Next special board meeting to get report from conference committee for spring conference. February 26<sup>th</sup> at 11:00. Agenda would just be spring conference.

Stephen motioned

Jason second

Approved

Boise state is balking about future conferences. Jason is on top of it.