



IDAHO SOLID WASTE ASSOCIATION

P.O. Box 159

BURLEY, IDAHO 83318

## FALL BOARD MEETING MINUTES TUESDAY– SEPTEMBER 10, 2019

### **6:00 PM**      *Call to Order/Establish Quorum/Set Agenda- Stephen*

A quorum being present (Rachele Klein, Josh Bartlome, Phil Damiano, Rob Brown, Stephen Freiburger, Nate Francisco, Cathy Mayer, Joe Johnson, Kurt Hunt, Kiel Burmester), Josh Bartlome called the meeting to order at approximately 6:03 pm, and welcomed everybody to the Spring Conference and Board meeting. Others present include: Laureen Chaffin.

### **6:05 PM**      *Review and Approve 2017 Fall Board Meeting Minutes- Nate*

Nate Francisco presented the 2019 Spring Board Meeting minutes and asked the board if they had any comments or questions. The following revisions were made; add “operator training” to the end of the paragraph under education; clarify under membership that hard copies were not sent for membership dues because of a miscommunication so they were sent out via email by the communications committee; at the end of the last sentence under old business replace “paypal” with “credit card”. A motion was made by Phil to accept the minutes amended, second by Stephen; minutes approved.

### **6:10 PM**      *Treasurers Report- Josh*

Josh Bartlome presented the treasurers report in lieu of KeriAnne. Withdrawals of notice were: IACI annual membership dues of \$1150.00, Northside Bus Company (Fall 2018 Conference) of \$450, and Caldwell Transportation Company (Spring Conference) of \$595, Motorcoach (Fall 2019 Conference) \$1372. The Northside Bus Company invoice did not come in until after the 2018 finances were closed out and this will reflect that we are over on budget for 2019. Checking and paypal ending balance was \$30,758.02 with total deposits of \$15,650.42 and total withdrawals of \$4,794.11. Savings Account ending balance is \$9,209.39 with a combined account balance of \$39,967.41

A motion was made by Stephen and a second by Rachelle, motion passes

### **6:20 PM**      *Budget Review*

Josh discussed the year-to-date budget. He clarified that the all of the spring conference revenues were included on line item rather than being split amongst the different categories. Revenues were budgeted at \$17,000 and actual revenues were at \$16,973. He also clarified that we were over budget on the website because we unexpectedly had to renew our domain, this will be taken into account in future budgets. We also had an unexpected expense of liability insurance at the spring conference and this was placed under the education budget because we wanted to be reminded to budget for that every year.

**6:25 PM      *Committee Reports (Board Liaisons)***

***Conference- Cathy***

Cathy presented that we had 57 people sign up for the conference; there were 53 in Twin Falls the previous year. She thinks that getting the email reminders out were an asset to the big turnout. We also discussed where we should go next year, areas discussed include Las Vegas, Ada County, and Kootenai County, and Salt Lake City. The board discussed that it may be best to give members more time to plan (budget) for a trip to Las Vegas and would discuss going to Ada County with the membership and then Las Vegas the following year. Laureen suggested that we do a three year plan of destinations to help members plan ahead. It was also discussed that we would do a survey to see who would be willing to go to Las Vegas if we plan for one of those. The board also discussed attaching some sort of training to the Fall Conference to make it more beneficial.

***Education- Stephen***

Stephen asked for recommendations on topics for the spring education conference. Topics discussed were electric refuse trucks, transfer stations, project spotlights, operators doing presentations,

Improvements for the operators training were discussed: we need to figure out how to get people into seats, possibly a small equipment rodeo or competitions, prizes, splitting groups up from their own companies/counties, and doing two separate groups.

***Communications- Nate***

Nate and Laureen discussed that the communications committee changed website providers and built a brand new website at the beginning of the year. The website looks a lot more modern and flows better than the old one. Newsletters were also sent out to remind members of the conference. The communications committee also worked on updating the current membership and contact list that was then distributed to the membership committee. Members requested that we remove the “subscribe now” popup from the website.

***Membership- Rob***

Rob discussed that the membership list and contact information had been updated with the help of the communications committee. The committee has also been reaching out to additional people in the state to try and get them involved. The board thought it would be a good idea to get a central PO Box in Boise for the organizations.

***Legislative Awareness- Rachele***

Rachele discussed the topics that were being worked through at the moment; non-municipal solid waste landfill guidance was wrapped up, the Non-Hazardous Solid Waste Impoundment guidance is moving along and collaboration has been good. Other topics to keep an eye on are the new state primacy for NPDES, NSPS regulations, operating permit renewals (public comment). She also mentioned that we are working with IACI to streamline air permitting and thinks that being a member is very beneficial.



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### ***Audit- Josh***

Josh double-checked through the treasurer's report for the audit. He plans on getting together with a previous treasurer to perform an official audit.

### ***7:00 New Business***

#### ***Nominations***

Josh presented the nominations ballot that was posted on the website.

#### ***By-Laws and Elections***

The by-laws committee is tasked with looking at the bylaws to figure out what happens with board positions that are left vacant or after they serve their three consecutive elected terms and there isn't anybody to fill the position. The board feels that it is important to keep the public/private representation. The current bylaws will be interpreted and used as is for the upcoming elections.

### ***7:25 Old Business***

#### ***Committee Assignments/Committee Structure and Responsibilities- Josh***

Josh has created a spreadsheet to help track what each position within the organization is responsible for and when each task should be completed. The sheet was sent out to each of the committee chairs to update and return to Josh. This spreadsheet will be completed soon and any input would be appreciated.

The structure of the committees was discussed and clarified; the board liaison gets reports from the committee and brings that information to the board for discussion. The chairman of the committee has the duty of making sure that everything on their list of duties gets done throughout the year by assigning things to committee members and keeping in contact with the president and board liaisons. Past committee members need to pass information on to future members in a more effective way. The spreadsheet with committee responsibilities can be a tool to use for this. The spreadsheet and committee openings should be posted on the website.

### ***7:30 Other Business***

Nate brought up that a member was questioning why the Idaho Solid Waste Association did not become a SWANA Chapter. The board's consensus is that the SWANA dues were too expensive for many of the members and the SWANA has not been willing to do dual memberships.

### ***Adjourn Board Meeting***

2019 Fall Board Meeting was adjourned at approximately 7:45pm