

Minutes
SWANA Florida Sunshine Chapter
Board of Directors Meeting
Sanibel Harbour Marriott Resort
July 23, 2017

Call to order and Roll Call: Tammy Hayes, President, called the meeting to order. Deb Bush, Secretary, called roll:

In Attendance

Tammy Hayes, President	Keith Howard, Vice President
Sam Levin, Treasurer	Deb Bush, Secretary
Mitch Kessler, Past President	Gene Ginn
Jason Timmons	Michael Gordon
Randy Rudd	Monica Bramble
Nathan Mayer	Allan Cole
Crystal Bruce, Administrator	

Visitors in Attendance

Rebecca Rodriguez	Becky Hiers-Bray
Reginald Ofuani	

Absent

Chad Grecsek

Approval of Board of Directors Meeting Minutes

Amend Comments from Chapter Officers and Directors: Meri Beth Wojtaszek, eighth sentence to read "The initial scholarship allotted for this program is for a particular dump site."

Monica Bramble moved to approve the minutes as amended.

Motion seconded by Allen Cole. **Motion Approved.**

Review and Approval of Consent Agenda

Sam Levin moved to approve Consent Agenda. Motion seconded by Randy Rudd. **Agenda Approved.**

Committee Updates

I. Finance and Budget Committee (Sam Levin)

A. Treasurer's Report:

1. Per the information packet, finances staying very stable. We are doing very well and have lots of money in the bank.
2. Discussion on way to present the report at Annual Chapter Business and Membership meeting, and sponsorships
3. Discussion on emergency fund and need to establish fund balance amount

II. Nominations and Awards Committee (Mitch Kessler)

A. Approval of Awards:

1. Awards criteria and approach revised. Proposed award recipients: Jason Timmons receiving the Distinguished Service Award, Mike Pryor receiving the Lifetime Achievement Award and Wei Liu receiving the Rising Star Award. Keith Howard moved to approve the awards. Motion seconded by Monica Bramble. **Motion Approved.**

B. Ratification of Election Results:

1. Twelve people ran for six Board of Director positions. The two individuals with the lowest votes will have one-year terms to get back on the normal election schedule. 20% of the membership voted.
 - a) Chapter Officer elected: Monica Bramble as Secretary.
 - b) Board Directors re-elected: Jason Timmons, Michael Gordon and Chad Grecsek.
 - c) New Board Directors elected: Rebecca Rodriguez, Becky Hiers-Bray and Marissa Segundo. Marissa and Becky have one-year terms.
 - d) Deb Bush moved to ratify the election result, seconded by Keith Howard. **Approved.**

III. Conference Committee (Tammy Hayes)

A. 2017 Summer Conference:

1. Crystal Bruce announced there are 209 registrations for the conference including 119 members, 13 non-members, 32 exhibitors, 11 Young Professionals and 12 students.

B. 2018 Winter Meeting:

1. Partner with RFT, booked at the B Resort, Lake Buena Vista. Last weekend in January.

C. 2018 Summer Meeting:

1. RFP sent to Florida East Coast area hotels, narrowed down to 2 hotels in the West Palm Beach area: Hilton West Palm Beach and the PGA National Resort. Crystal will do a site visit and negotiate a price. Pro's and Con's with both discussed.

D. 2019 Summer Meeting:

1. We will be going back to the Grand Hyatt in Tampa.

E. 2019 Winter Meeting:

1. We do not have any plans yet but open to suggestions of location and possible partners. Florida APWA Chapter, Georgia SWANA Chapter, and NWRA as partners discussed. Different locations discussed.

F. Jason stated that the Golf Tournament participation has decreased and having it on Sunday morning has not been favorable. If we are to continue with the Golf Tournament, timing in schedule should be reviewed. Need to determine how best to serve the membership. Several issues were brought up and the Golf Sub-Committee will discuss further.

G. Need Chair for the Sponsorship Committee. Tammy requested Board members to think about someone for this position and let her know.

IV. Scholarship Committee (Becky Hiers-Bray)

- A. Recommend two recipients for award and request a third scholarship for the third place applicant who was ½ point out of the running. 14 applications received. Two scholarships were budgeted. Discussion on whether to give two or three scholarships proceeded.

1. Keith Howard moved to give scholarships to the top two applicants (Sheamus Cooper and Austin Wise). **Motion Approved.**
2. Due to the increased number of applications, Tammy suggested the Scholarship Committee consider asking to fund three scholarships when they submit their budget request.

V. Bylaws Committee (Keith Howard)

- A. Wei Lui undertook the task of revising the Policy and Procedures Manual and did a great job.
 1. Everyone got copies of the final manual. Monica Bramble moved to approve the revised Policy and Procedures Manual. Motion seconded by Randy Rudd. **Motion Approved.**

New Business

- I. Mitch Kessler reported SWANA officially released a Zero-Waste Certification Course which covers 10 chapters over 2 ½ days.
- II. Tammy Hayes asked if anyone was attending WASTECON and by a show of hands, there were a number of members planning on attending. Registration has been higher than in years past.
- III. Sam Levine recognized Tammy Hayes for doing such a good job and was happy to see so many new young SWANA Florida Chapter members.

Comments from Chapter Officers and Directors

- I. Tammy Hayes acknowledge the Policy and Procedures Manual revisions and the increase in YP activity as the biggest accomplishments over the last year. She asked what are the next things we should be working on:
 - A. Reginald Ofuani – Are we one of the most creative chapter? We should see what other chapters are doing that we may want to initiate. We need to make it more attractive for individuals to become members. Possibly have a group membership so more people from the same organization can participate.
 - B. Tammy Hayes - We can do a better job of recruiting new members. Matt Locke was the chair, but is not at the same employer, so not sure if he is still participating. Tammy will review roster to see where there are gaps.
 - C. Keith Howard – Getting abstracts is a struggle. Jason Timmons stated we did received a number of abstracts that had to be put on the back burner since we had the Colloquium. We need to look at alternatives to the standard Powerpoint presentation, more interactive, conversational, networking. Change format. Keith brought up that two conferences a year doesn't provide much time for planning. Tammy Hayes asked if we want to continue having two conferences a year. Other people have brought this up to her. Mitch stated this is something to consider, however, attendance at the two conferences per year has been going up over the last five years, so that would speak against going to just one Perhaps we should have multiple tracks at the conferences. Tammy has had sponsors state there are too many conferences and if we did one big one a year, they could get behind it. Monica Bramble brought up it would be good to have sessions geared toward professional development. Keith said training would be a good selling point to bring junior staff who could get CEU's.

- D. Gene Ginn – the State of Florida is hosting the SWANA International Road-E-O in Orlando. Orange County has a wonderful facility to host the event which will be held the end of October, the weekend before Halloween. There will be 100+ participants plus families and sponsors. SWANA Florida will be sending their first and second place winners.
- E. Tammy Hayes – Gene is an outgoing Board member but will stay as the Road-E-O Chair.

Adjourn – Sam Levin motioned to adjourn. Meeting Adjourned.

Respectfully Submitted
Monica Bramble, Secretary