**Minutes**

**SWANA Florida Sunshine Chapter**

**Board of Directors Meeting**

**Grand Hyatt – Tampa Bay**

**February 19, 2017**

**3:00 p.m. – 5:00 p.m.**

**Call to order and Roll Call:** Tammy Hayes, President, called the meeting to order. Monica Bramble called roll:

**In Attendance**

Tammy Hayes, President Keith Howard, Vice President Sam Levin, Treasurer

Gene Ginn Chad Grecsek Jason Timmons

Michael Gordon Randy Rudd Nathan Mayer

Allan Cole Monica Bramble Crystal Bruce, Administrator

**Absent**

Deb Bush, Secretary Mitch Kessler, Past President

**Visitors in Attendance**

Wei Liu Jason Gorrie Ray Lotito

Warren Smith Rick Wiley Darryl Walter, SWANA Director of Membership

Meri Beth Wojtaszek, SWANA Deputy Executive Director, Programs & Membership

**Approval of Minutes:**

1. July 24, 2016 – Board of Directors Meeting:

Monica Bramble moved to approve the minutes,

Motion seconded by Sam Levin. **Motion Approved.**

1. July 25, 2016 – Chapter Business Meeting:

Sam Levin moved to approve the minutes,

Motion seconded by Chad Grecsek. **Motion Approved**

**Review and Approval of Consent Agenda**:

Jason Timmons moved to approve Consent Agenda. Motion seconded by Gene Ginn. **Agenda Approved.**

**Committee Updates:**

1. Finance and Budget Committee (Sam Levin):
2. Treasurer’s Report:

* Per the information packet, the numbers are nearly identical to last year’s numbers. We have picked up some extra expenses over the past few years but we are having more success with the meetings so it is off setting the expenses.
* There is $68,013.94 in the checking account and $129,735.67 in the savings account for a total of $197,749.61 in the accounts. The Chapter remains financially strong.
* No motion is required for the Financial and Budget Committee reports.

1. Nominations and Awards Committee (Mitch Kessler) presented by Tammy Hayes
2. Approval of Nominations Schedule:

* Mitch proposed a nomination schedule for this year and it is located in the board packet. The nomination forms for Board of Directors will be emailed on February 27, 2017, to be returned no later than March 27, 2017.
* The Slate of Officers will be prepared by April 28,2017 for Board Approval before May 19, 2017. Ballots will be issued and electronic voting will open June 5, 2017. Voting will close July 14, 2017. The results will be announced at the annual membership meeting during the summer conference in July.

Jason Timmons moved to approve Nomination Schedule. Motion seconded by Michael Gordon. **Motion Approved.**

1. Approval of New Chapter Awards:

* This was discussed at the Executive Committee Meeting.
* The Awards program receives very few nominations for the chapter awards. The awards and the system are antiquated, the award names are confusion and the nomination form is not clear. The Committee would like to revamp the program, reduce the number of awards and simplify the form.
* Proposed Nomination Form provided
* Decreased number of awards from five to three. Suggested Awards:
  + Lifetime Achievement Award
  + Distinguished Service Award
  + Rising Star Award.
* The changes will not affect any of the people that are nominated for awards at the international level.
* The elimination of the awards program was discussed, but since the by-laws require the Chapter to have an Awards Program, the by-laws would need to be amended. Before the decision is made to cancel the Awards Program, the committee will increase marketing the program to obtain more participants. Re-evaluate in a year or two.
* Nominations will be accepted throughout the year and reminders will be sent out.
* This will not require a by-law change only a change in language in the policy manual with approval by the Chapter.

Moved to approve New Chapter Award Program. Moved to approve motion by Monica Bramble, Motion seconded by Keith Howard. **Motion Approved.**

1. Conference Committee (Tammy Hayes):
2. 2017 Winter Conference Status:

* Crystal Bruce announced that we have 203 pre-registered participants

96 Public 107 Private 54 Senior Executive Seminar (SES) 25 exhibitors

* Membership breakdown:

139 members 8 non-members 25 exhibitors 17 speakers

9 Young Professionals (YP) 1 retired 4 students

1. Summer Conference Structure – Colloquium and Tour:

* The summer conference is booked and will be held at the Sanibel Harbor Marriott from July 23, 2017 to July 25, 2017.
* We will be partnering with the Hinkley Center Colloquium. The goal is to incorporate the colloquium into the summer conference.
* Originally it was thought that Tuesday afternoon would be devoted to the Colloquium. Now they will need more time due to increased and relevant material in the presentation. Jason Timmons stated that some of the premier researchers in the state and the country will be presenting and the thought is that a half a day will not be enough
* There is also expected a large DEP presence because much of the research is funded by DEP.
* As of now there are eight presentations scheduled. The plan is to invite six of them to present with two as a back-up. There have been no invitations extended because the Hinkley Center is still looking into time frames.
* There was discussion of how to fit touring the host county (Lee County) facilities into the program. It was decided by consensus to incorporate the tour into the program on Monday.
* The golf tournament was moved to Sunday morning because of the heat in July.
* Tammy Hayes requested that the Technical Committee ponder ideas for workshops, etc. for Monday for people who do not take the tour.

**No vote is necessary.**

1. WTE Committee (John Power/Jason Gorrie):
2. Legislative Letter Request:

* The questions was raised if the Board would consider a letter of support for the WTE facilities to use their own electricity to power the facilities. The SES is considering this effort.
* Discussion was held with Tammy Hayes stating that the Board had not written a letter because the past policy was that the Board would stay out of lobbying issues. There was an extensive discussion about this issue at the Executive Meeting and we decided as a chapter that we don’t want to interfere or alienate any one group. The Chapter will remain neutral.
* Meri Beth Wojtaszek – If SES considers taking a stand, the best place to start is the Technical Policies. The International Board has put together approximately 35 technical policies on particular things. Most policies are very general.
* Individual organizations can make the decision if they would like to support this request through their own lobbyist.
* Tammy Hayes – has requested brainstorming on better ways to get up to date information to SWANA Members.

**No vote necessary.**

1. Road-E-O Committee (Gene Ginn):

* The state Road-E-O will be held April 28th and 29th. The City of Lakeland is hosting it this year and the sites have been approved (Linder Airport and the Polk Central Landfill).
* Everything is set to go. We are currently in the fundraising stage and getting people registered.
* First time competitors will have $100.00 taken off their registration fee making it only $95.00.
* Friday is devoted to safety training and landfill operators receive CEU’s for participating. Saturday is the competition and awards banquet.
* The State of Florida’s Sunshine Chapter was awarded the National Competition which will be in Orange County late October.
* Gene Ginn – requested revenue received that exceeds costs be used for the national competition and approval to send both first and second place state winners to National Competition. Both requests were agreed upon. No vote needed

1. Planning and Management Committee (Euripides Rodriguez):

* The discussion was focused on the roundtable session opposite the tour during the summer conference.

**New Business:**

1. Executive Committee Meeting Summary: (Tammy Hayes)

* The election schedule was originally set up to elect four Directors for two year terms each year. Due to a resignation mid-term the cycle was interrupted, so this year we will have five Director Positions up for election. One suggestion to get the cycle back online would be to have the Director with the fewest votes serve a one-year term. The Director for the one-year term would be eligible to run for a full two-year term the following year, if they chose to. The bylaws permit this option and no waiver is necessary for this change. Currently the Chapter is operating outside of the by-laws, this will correct the issue and we will be compliant again. Moved to approve the motion by Keith Howard. Motion seconded by Sam Levin. **Motion Approved.**
* Tammy Hayes – Term limits for Directors and Officers. Currently the Chapter does not have term limits for Directors or Officers.
* The proposal for the term limits is Directors; no more than two (2) terms of two (2) years consecutively per position. Officers positions no more than one (1) term of two (2) years. It will be encouraged that officers work through the positions.
* Directors should be in good standing with their membership and active with their participation on a committee.
* The concept behind the change is to get new people on the Board with fresh ideas and new perspectives and to promote Board growth.
* No bylaws will be need to be changed but it will require a change in policy which can be done through a board vote.
* Warren Smith – One issue may be a drop or lack of participation.
* These changes would not take place until the next election cycle and will be voted on by the Board in July at the summer meeting.
* There would be no prohibition of serving your two term limit, taking a two year break and then running for Director again.

1. Regulatory and Legislative Position:

* The Executive Committee is trying to find ways to keep members informed of legislative issues. So far we have not developed a real clear way to accomplish this, but it is a work in progress.
* Tammy solicited the group for Ideas and recommendations.

**Old Business:**

1. Bylaws and Policies Procedures Updates (Wei Liu):

* Wei Liu has updated the policy manual.
* Some of the updates were small in nature and just required rewording.
* A lot of specifics were removed and replaced with more generalized items.
* In the Table of Contents if the item has “Edit” next to it will have the changes made.
* The major changes are items that were already discussed above; i.e. term limits and the awards program. The other edits that were made were to make the document conform to itself.
* The Training and Technical section has been split into two (2) sections.
* Chapter insurance policies have changed. They are now under the umbrella of the international policies.
* Training, Health and Safety section was added.
* The section on Chapter Corporate Directors has been removed.
* The last policy of the manual is called Chapter Surveys and Reports. It consists of one sentence that states “The chapter will not sanction surveys generate through chapter surveys.” It was agreed to remove this policy.
* Tammy Hayes –request the Board to review and compare the new policy manual to the old manual and submit any ideas or changes. The old manual is located on the chapter website and is easily accessible.
* The Board will vote on this prior to the summer meeting
* Wei Liu was recognized for updating the Policy and Procedures Manual.
* The bylaws are not due for an update at this time.

**Comments from Chapter Officers and Directors:**

* The sub-committee of the Awards Committee, the Scholarship Committee update: This committee will have a section added to the policy manual. The scholarship application should also be added to the manual.
* Keith Howard – has suggested that there be a Finance and Budget Committee created.
* Crystal Bruce – The USF Scholarship information, initially there was $21,000.00 available. There is $1,000.00 left. We will offer these funds until they are depleted. We will continue to offer the other chapter scholarships.
* Chad Grecsek – So far, in 2017 we have had eight (8) fatalities in the industry. Two (2) of those were in Florida. We are seeing a lot of incidence distracted driving. There was a successful training on CNG earlier this year and how to handle truck fires.
* Clearwater will be holding a training next month. When possible, trainings are being recorded and put on YouTube and linked to our website.
* Nathan Mayer – The Young Professionals Committee is responsible for the Student Design Competition. Fund raising for this event has been difficult. Last year the committee rules were changed to allow one team to attend the national competition. The winning team could not join this meeting for the presentation due to lack of funding. There will be a 50/50 raffle at the conference and a $10.00 donation line on the member registration form for fund raising. Tammy suggested to change wording on the membership form from donating $10.00 for WASTECON to just $10.00 general donations. The question was raised if the Board would be interested in sponsoring the Student Design Team. Everyone was encouraged to provide fund raising ideas and suggestions. This will be decided at the next budget meeting.
* Wei Liu – For the 50/50 raffle, if everyone at this conference bought 5 tickets that would generate $2,000.00. The drawing for the raffle will be on the 29th.
* Meri Beth Wojtaszek – SWANA is partnering with International Solid Waste Association (ISWA) for WASTECON. You can visit [iswa.org](file:///C:\Users\utlsw84\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\IAT6CDJT\iswa.org) to see the projects they are working on at the national and global level. They will be highlighting some of these projects at WASTECON. The main project is “Close the Dumpsites”, this is an international project which helps families in under developed countries that live on dump sites. There have been fifty (50) sites selected for the campaign. This program is a part of the United Nations Environmental Program. More than 750 people per week die on these unsanitary dump sites. Each individual is requested go to the website and support this project. The initial scholarship allotted for this program is for a particular family in Nicaragua. It costs $1,000.00 per child to get the families off the dumpsite and get the children into school for two (2) years. The funds include all supplies needed for that child to go to school and a stipend as motivation to keep the child in school. The request to the Chapter is to sponsor one or more of these children. This item will be discussed during the budget review.
* Darryl Walter – A script was developed and sent out for contacting potential new members. Free Student membership started in January.
* Allen Cole – is looking for a committee to join and projects to participate in.

**Scheduling of Next Board Meeting and Adjournment**

* Board members will be contacted to schedule the next meeting.

**Adjourn**

* Keith Howard motioned to adjourn. Motion seconded by Gene Ginn. **Motion Approved. Meeting Adjourned**

Respectfully Submitted

Deb Bush, Secretary