



Board Meeting Minutes APPROVED

December 7, 2018 ISOSWO Board of Directors meeting was held at Ola Babcock Miller Library, 1112 E Grand Ave Des Moines, IA 50319.

Call to Order: President Rowland called the meeting to order at 10:03 AM.

Roll Call: Rowland called roll.

Present: Lori Dicks, Dan Bacehowski, Wade Hamm, John Foster, Garrett Prestegard, Mary Wittry, Bill Rowland, Yuta Naganuma and Jennifer Frampton, Brian Seals.

Absent: Lauren Norland.

Also present: Hal Morton, Amie Davidson, Alex Moon, Christine Collier, Dan Halbur, Jim Obradovich, Rhonda O'Conner, via phone-Angie Ullman and Wade Hamm.

Approve/Amend Agenda: Seals moved to approve the agenda. Second by Wittry. All ayes, motion carried.

Approval of November 7, 2018 meeting minutes: Dicks moved to approve the November 7, 2018 meeting minutes. Second by Foster. All ayes, motion carried.

Approval of Treasurer's Report: Dicks presented the Treasurer's report, the scholarship account is still being reconciled. Dicks reported of accounting services bills to be paid. The Quickbooks online license is now held by Blandon and Associates in Omaha, they are also filing the year-end tax return. Discussion about concluding business with Blandon and moving to a local accountant for assistance. Dicks will investigate costs for licensing and fees. Discussion about fiscal year budget. Foster moved to approve the Treasurer's Report. Second by Wittry. All ayes, motion carried.

New Business:

Discussion of proposed 2019 meeting schedule: change March 6 to March 1 at Ola Babcock Miller Library. Meeting times will remain at 10:00 am and add a December 6, 2019 meeting at the regular meeting location. Naganuma offered MWA office as a meeting location, Rowland will finalize locations with the changes to the schedule.

Rowland presented suggested chair positions for 2019, Prestegard volunteered to co-chair the Fall Conference committee. Naganuma volunteered to sit on the Audit committee as well as co-chair Member Services with Nelson. Prestegard will also chair By-laws. Wittry moved to approve the committee chairs as stated. Second by Seals. All ayes, motion carries. Rowland: please get your committee lists updated for January. Bacehowski: we should provide previous chair contacts to new chair members, Rowland will follow up. Seals will follow up on providing continued and new board member training on the ISOSWO website. Frampton suggested we write up short committee summaries

to distribute to the membership, please send to Frampton by Jan 1 to be included on e-blast. Foster suggested tracking committee hours as well.

Rowland presented information on access to banking accounts, consensus that ISOSWO President and Treasurer should have access to both accounts. Motion by Wittry to designate the ISOSWO President Bill Rowland, Treasurer Lori Dicks, and one Fall Conference Co-Chair (Garrett Prestegard) as signatories on the ISOSWO regular checking account and to remove all other signatories from the account as of December 7, 2018. Seconded by Bacehowski. All ayes, motion carries.

Motion by Seals to designate the ISOSWO President Bill Rowland and Treasurer Lori Dicks as signatories on the ISOSWO scholarship checking account and to remove all other signatories from the account as of December 7, 2018. Seconded by Foster. All ayes, motion carries.

Chapter Director Report: Wittry reported on the SWANA Region 10 MOU that was approved by the board last month. The MOU has not been approved by all chapters in the region, we will lose \$500 for travel expenses for the region if not approved by the December 31 deadline. Results of the SWANA December 14th vote may result in approval by all chapters with some changes. We may need to have a conference call to approve the MOU with any changes that have been made to meet the December 31 deadline.

DNR Update: Davidson updated the board on department activities and code updates. Moon reported on department personnel changes including retirement of one of the department's legislative liaison, there will be no legislative proposals this year. The formal filing process of waste conversion technology rules has begun. Discussion regarding the department's solid waste visioning process to include multiple stakeholder meetings. Morton: are there any direct ties from this process to the sustainable funding issue? Moon: yes, we will be evaluating the programs we currently have and plan to determine funding as well as legislative needs for those programs. Seals: so ISOSWO support is something you are looking for at these stakeholder meetings? Moon: yes, if that is something ISOSWO would like to consider catering would be a suggestion. Foster: the Legislative Committee recommends supporting this, and agencies would probably be willing to provide local support as well. Moon will keep the board apprised of progress and details about events.

COMMITTEE REPORTS:

Legislative: Foster presented the 2019 legislative positions. Obradovich reported on activities in the Iowa legislature and outlook for ISOSWO positions. Motion by Wittry to approve the legislative positions as presented. Second by Bacehowski. All ayes, motion carries.

Technical: Bacehowski provided a summary of a meeting with the department and suggested topics for TAC to address next. The department has approached us in the past about EQUIS database usage, would like to explore costs associated and whether or not that would be beneficial for us to participate as landfills.

Member Services: Seals presented the committee recommendation for the Web Content Coordinator position to be contracted at an hourly rate for the next six months with Grit Marketer and evaluate at the end of term. Foster: make a motion to authorize the committee chair to negotiate a contract with Grit Marketer for six months services according to the proposal to be signed by the President. Second

by Wittry. All ayes, motion carries. Update on SWANA Webinar activities, Seals will reach out via e-blast to look for topics.

Programs and Arrangements:

Fall Conference: Foster presented the 2018 fall conference audit summary and reported net income of \$59,372.00. Foster made a motion to authorize payment to Iowa Recycling Association in the amount of \$29,686.00 and to authorize the Treasurer to provide 50% of conference revenue received on collectable items to IRA through December 31, 2018. Second by Bacehowski. All ayes, motion carries. Foster presented a proposal from Shannon Meister for 2019 Spring and Fall Conference Planning Services. This proposal matches the former contract held for these services. Wittry made a motion to execute both the 2019 Spring Conference Proposal with an amount not to exceed \$2,335.00 and the 2019 Fall Conference Proposal with an amount not to exceed \$30,790.00 with Shannon Meister for conference planning services. Second by Foster. All ayes, motion carries.

Spring Conference: Wittry reported on local committee activities, the committee is finalizing topics and looking for speakers.

Safety: Seals will provide a summary of the Heavy Equipment Operator Training held in October and is working on a comment letter back to the training provider ATS. MWA will provide potential dates for a spring training date, expect a report in February. Discussion about training topics to be communicated to membership through the ISOSWO website and if this information should be available to non-members as well, perhaps for a subscription rate rather than require membership.

Other: Collier: could attachments for meetings be made available to the membership? Rowland: yes, we will do that now that the website coordinator position has been filled.

Adjourned: Wittry made a motion to adjourn at 12:02. All ayes, motion carried.

Respectfully Submitted, Jennifer Frampton