



Minutes of Board of Directors Meeting

June 27, 2018 @ 9:30am Central

Call Meeting to Order – Sherwin Wanner

Called to order at 9:34 a.m.

Roll Call – Jen Pickett

Board Member Present: Chris Kreger, Kevin Magstadt, Todd Flynn, Patti Forienza, Justin Soberaski, Joe Ruby, Jen Pickett, Aaron Praus and Sherwin Wanner.

Board Members Absent: Kevin Magstadt

NDDH Representatives: Diana Trussell (absent)

Approval of Agenda (Additions or Changes): Sherwin

Aaron Praus moved to approve the Agenda, Chris Kreger seconded: Motion Carried

Secretary/Treasurer's Report – Sherwin

Secretary

Sherwin Wanner requested approval of the minutes from May 2018.

Todd Flynn moved to accept the Secretary's report and minutes and Aaron Praus seconded: Motion Carried.

Treasurer

Sherwin reviewed the following summary of the Treasurer's report:

ND Solid Waste and Recycling Association Account Summary

Association Checking Account	\$	24,952.76
Association Savings Account	\$	14,245.23
Association CD Account	\$	8,425.52
Total Association Funds	\$	47,623.51
2017-2018 Association Budget Spent	\$	20,787.48
2017-2018 Association Budget Remaining	\$	14,198.06



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Aaron Praus moved to accept the Treasurer's Report and Todd Flynn seconded: Motion Carried.

Old Business

1) Conference Planning Committee Report

We are getting a good response from raffle ticket sales, and Joe was able to get the tickets that were sent to him, they were held up at the post office. Justin reported that the agenda is filled, possibly one opening. We need to figure out how many both spaces are available. The registration info will be emailed out in the next week or so with hard copies to follow for those without email addresses. Kevin was not present to report on any sponsorship or exhibitor information.

2) Membership

Sherwin discussed the need to send out renewal invoices and that members will have an opportunity to pay their dues on the registration form as well. Todd volunteered to help follow up with the past due invoices.

3) Newsletter

Sherwin also talked about the newsletter, everyone on the board had received theirs, the goal will be to send out another newsletter in late August to highlight the conference coming up.

4) Account Updates

Sherwin reported that the association cell phone is now receiving calls and that Verizon has three board members on the account, Sherwin, Aaron and Jen. The bank accounts also have the proper names on them and the association email is working on the phone and computer again using outlook. The Microsoft office package on the laptop is registered under Kris Magstadt's email so Sherwin is working with Microsoft to get that changed to the association email.

5) Emailing list and first run edits – Sherwin

Sherwin used the mail list to send the newsletter out and only had a few returned for bad addresses so he is working to cull them out of the list for future mailings.

6) NDDoH Workshops



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The Dept of Health is working to line up future workshop events. When the list comes out for that Sherwin asked the board members to evaluate their availability to attend them around the state.

New Business

7) Meeting with Staiger Group - Sherwin

Sherwin met with Staiger Consulting Group to discuss their capabilities to act as our Executive Director. He forwarded them the ED Task list the Board Developed for the last hire. Their estimated fee appeared to be surprisingly reasonable. He let the Board know that Staiger was open to a conference call interview. Further discussion revolved around hiring an individual and looking into other consultant who may do the same type of thing.

8) Executive Director Search

The need for an Executive Director is published on the NDSWRA Web site. As a result, a couple of emails were received with inquires into the position. So there appears to be some interest. The potential for an RFP and using the Newspaper Association to get the word out was discussed. The Newspaper Association however does not seem to be quite what we thought it may have been, so that option was questioned. Joe Ruby volunteered to research this further.

9) Website Updates – Aaron and Jen

Aaron updated the Board regarding the meeting he and Jennifer had with Dustin from Ecliptic. They received some further training on the use and modification of the web site. They also clarified the issues, and how to resolve them, that are related to the online registration and payment options for events and memberships. Ecliptic promised to add some updates to the site that had worked well on other sites and will move forward with adding the payment online (direct) option that was missing last year (for \$500). Aaron recommended we continue to use Stripe for the online payment option since it provides for more detailed reporting than Square does. Blogging from the web site was further discussed and the need to add emails for this to be a useful tool. Sherwin suggested that we check into ways to upload the email list we have.



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Other Business –

Aaron mentioned he received a thank you card from Keep North Dakota Clean for our participation in their event.

10) Next meeting

The next suggested Board meeting will be July 25, 2018 at 9:30am Central Time.

Aaron Praus moved to adjourn the meeting, Todd Flynn seconded: Motion Carried

Meeting adjourned 11:46 am