



Minutes of Board of Directors Meeting

September 9th, 2016 @ 2:00pm

Call Meeting to Order – Aaron Praus - President

The election of officers meeting was called to order at 2:16pm MT

Roll Call – Chris Kreger - Secretary

Directors Present: Aaron Praus, Chris Kreger, Dave Bell, Josh Kraft, Kevin Magstadt, Sherwin Wanner, Jennifer Pickett, Joe Ruby and Todd Flynn.

Directors Absent: None

Others Present: Diana Trussel, Scott Radig and Sherryl Koop

Approval of Agenda (Additions or Changes): Aaron Praus – President

North Dakota Department of Health involvement in the Association was added to the agenda.

Sherwin Wanner moved to approve the agenda with the change and Josh Kraft seconded: Motion Carried.

Introduction of new Board Members

Dave Bell, Sherwin Wanner and Aaron Praus had previously served on the Board and this is their second term. Joe Ruby was introduced as the newest Board member and expressed his excitement to begin helping out.

Nominations of Officers

Nominations were opened up: Kevin Magstadt nominated Jennifer Pickett for President, Aaron Praus for Vice-President, Sherwin Wanner for Treasurer and Chris Kreger for Secretary. Hearing no other nominations, they were closed.

Todd Flynn moved to elect those nominated and Kevin Magstadt seconded: Motion Carried

Aaron Praus briefly discussed the Symposium.

Department of Health Involvement in the Association

Scott Radig provided the Board with the attached memo and discussed the status of the Association. He indicated the Association had “matured” and should function well without as much involvement from the Department. The Board accepted the memo and again thanked the Department for their past involvement. The consensus of the Board appeared to be in agreement with the proposed separation of duties and involvement.



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Diana Trussel had prepared and distributed flash drives to all the Board Members containing information that had been maintained at the Department of Health for the Association.

The need to change some of the legal documents of the Association was discussed. Steve Tillotson was listed on some of these as the Agent for the Association. The Executive Director will discuss how to get this done with the Association Accountant. Of primary concern is the documents with the Secretary of State.

1) Next meetings

The next board meeting will be a conference call September 22nd at 9:30 Central Time

Other Business

None

Meeting adjourned 10:49am

Kevin Magstadt moved to adjourn the meeting and Sherwin Wanner seconded: Motion Carried.

Attachment follows on next page:



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NORTH DAKOTA
DEPARTMENT of HEALTH

ENVIRONMENTAL HEALTH SECTION
Gold Seal Center, 918 E. Divide Ave.
Bismarck, ND 58501-1947
701.328.5200 (fax)
www.ndhealth.gov



FILE: ND Associations – ND Solid Waste Recycling Assoc.

September 12, 2016

Board of Directors
North Dakota Solid Waste and Recycling Association
PO Box 1071
Bismarck, ND 58502-1071

Dear Board of Directors:

The North Dakota Department of Health (Department) has a long history of close support in the development of the North Dakota Solid Waste Recycling Association (NDSWRA) and its educational endeavors. The Department has enjoyed working with the NDSWRA over the years and watching the organization grow and expand. The NDSWRA has helped advance the professional development of waste management in our state.

To allow for continued growth and development of NDSWRA, the Department wants to clarify its role as a member of the NDSWRA.

The Department is willing to continue to perform the following tasks:

- Listen in on Board meetings that are conducted by conference call if given a minimum of 2 weeks' notice;
- Attend in-person Board meetings if given a minimum of 1 month's notice;
- Listen in on workshop planning conference calls if given a minimum of 2 weeks' notice;
- Provide topic ideas and/or speaker contact information for workshops and symposiums;
- Provide speaker(s) for workshops on regulatory items including rules, guidance, and waste management topics, with a minimum of 45 days' notice;
- Provide a mailing list for the workshops and symposium in Excel format with a minimum of 45 days' notice;
- On a case-by-case basis, evaluate assisting NDSWRA in applying for grants;
- Submit an article for the Regulator Corner for NDSWRA's Newsletter if given a minimum of 45 days' notice;
- Attend KNDC meetings on behalf of NDSWRA;
- Maintain NDSWRA's Facebook page;

Environmental Health
Section Chief's Office
701.328.5150

Division of
Air Quality
701.328.5188

Division of
Municipal Facilities
701.328.5211

Division of
Waste Management
701.328.5166

Division of
Water Quality
701.328.5210

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Board of Directors
ND Solid Waste and Recycling Assn

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September 12, 2016

- Other tasks as mutually agreed upon by the Department and the NDSWRA Board of Directors.

The Department will no longer take the lead on the following tasks:

- Set-up NDSWRA's workshops including, but not limited to:
 - Arranging host facilities;
 - Contacting speakers;
 - Put together mailings;
 - Registration;
 - Supply equipment including laptops, projectors, screens and clickers;
- Set-up NDSWRA's Annual Symposium/Conference including, but not limited to:
 - Arranging/coordinating with the host facility;
 - Budget;
 - Put together mailings;
 - Contacting sponsors;
 - Contacting speakers;
 - Contacting exhibitors;
 - Being one of the primary contacts for:
 - Attendees,
 - Exhibitors,
 - Speakers,
 - Sponsors,
 - Supplying equipment including laptops, projectors and clickers.

Again, the Department sincerely appreciates working with the NDSWRA. The NDSWRA has been instrumental in advancing the professional development of waste management practices and operations in North Dakota, and we look forward to working with you in the future. If you have any questions, please feel free to contact me at 701.328.5166.

Sincerely,

Steven J. Tillotson Asst. Director
Division of Waste Management

SJT:DAT:mkg