

NDSWRA
Board of Directors Meeting Minutes
Wednesday, June 28, 2023 – 10:30 AM CT
Via Zoom



Called to order at 10:32 am CT by Paula Gores, President.

Roll Call

Secretary

	Board Members		Others Attending
x	Paula Gores, President	x	Linda Fisher, Dwyer Hanson Group
x	Lexi Craig, Vice President		Julie Ellingson, Dwyer Hanson Group
	Sean Mackiewicz, Secretary		
	Rick Schreiber, Treasurer		
x	Alesha Dockter		
x	Andrew Feia		
x	Bill Cheney		
	Kayla Emmons		
x	Sharon Lipsh		

CONSENT AGENDA APPROVAL

- June 28, 2023 Agenda
- May 24, 2023 Board Meeting Minutes
- Treasurer’s Report (as of 04-30-23)

Checking:	\$31,116.91
Savings:	44,560.02
CD:	8,757.99
Scholarship:	2,901.03
Total Funds:	\$87,335.99

A motion to approve the consent agenda was made by Andrew Feia and seconded by Bill Cheney.
 Motion carried.

Executive Director’s Report.

Outside of regular day-to-day administration, extensive conference planning activity was discussed in committee reports.

Committee Reports –

- Policy Resolution _____ Gores
 No meeting report.
- Program/Education _____ Craig
 The committee met 06-14-23 to discuss fall conference planning. Several recommendations were brought to this meeting as a result.

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1. **Approval of Conference Agenda.** No decision was made as there is concern about morning golf as it relates to travel and the preceding Labor Day weekend. A preference survey will be sent to 2021 golf participants.
2. **Transportation.** The committee recommended that the Rugby bus reservation be cancelled. There isn't a bus company in Minot with a single large-capacity vehicle and since ample parking is available at the tour venues and golf course, use of personal vehicles will be required. The Board concurred with this recommendation.
3. **Keynote Speaker.** At the committee's recommendation, **a motion to contract with Casey O'Brien was made by Lexi Craig and seconded by Alesha Dockter. Motion carried.**
4. **Breakout Format.** Based in part on responses to speaker requests, the Committee recommended structuring three breakout sessions to include Engineering, Recycling and Energy/Operations. The Board concurred. Speakers are still being recruited.
5. **Truck Road-eo Sponsor.** City of Minot staff is coordinating the conference truck road-eo. Pac-Tech has requested an opportunity to showcase its equipment at the event as opposed to using City of Minot equipment. **A motion to request a \$2500 sponsorship of the road-eo, along with appropriate liability waivers, was made by Andrew Feia and seconded by Sharon Lipsh. Motion carried.**

Membership Craig
No meeting.

Finance Lipsh

The committee met 06-21-23 to discuss reallocation of some of the Association funds to take advantage of favorable CD interest rates. Upon the committee recommendation, **a motion to invest \$30,000 from the Association savings account in a 6-month CD with Gate City was made by Craig and seconded by Feia. Motion carried.**

IRS notification of late filing: Changing the Association budget year from fiscal to calendar required a short-term tax return to include August 2022 through December 2022. Association CPA, Ritter Adair, completed the return noting that their software indicated an e-return would not be possible. Association Treasurer Schreiber completed the return and made a timely submission via USPS certified mail. In late June, IRS notified us they would be assessing penalty for not filing an e-return. Ritter prepared a response requesting penalty abatement for Schreiber to fax to IRS along with relevant supporting documentation. An IRS response is pending.

Nominating Emmons

No meeting report. Three current Board members, Craig, Gores, and Cheney will be terming out with three years of service this year. All are eligible to run for a 2nd term and all have expressed interest in doing so.

Awards/Scholarships Craig

No meeting report.

Marketing/Website Emmons

No meeting report.

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OLD BUSINESS

Event Liability Coverage – The quote from American Family, our previous coverage provider, was \$695.00 and will cover the Clarion and State Fair Grounds' insurance requirement.

MOTION TO ADJOURN

Motion to adjourn was made by Alesha Dockter and seconded by Paula Gores. Motion carried.

Adjourned at 11:17 a.m. CT by President Gores.

Next meeting will be July 26, 2023 at 10:30 a.m. CT