

**NDSWRA**  
**Board of Directors Meeting Minutes**  
**Wednesday, October 25, 2023**  
**Via Zoom**



**Called to order at 10:30 a.m. CT by Paula Gores, President.**

Roll Call

Secretary

	<b>Board Members</b>		<b>Others Attending</b>
X	Paula Gores, President	x	Linda Fisher, Dwyer Hanson Group
X	Rachel Shumaker, Vice President		Julie Ellingson, Dwyer Hanson Group
X	Andrew Feia, Secretary		
	Rick Schreiber, Treasurer		
X	Alesha Dockter		
	Kayla Emmons		
X	Dalten Kuhn		
X	Sharon Lipsh (in progress participant)		
	Sean Mackiewicz		

**CONSENT AGENDA APPROVAL**

- October 25, 2023 Meeting Agenda
- September 20, 2023 Meeting Minutes
- Treasurer’s Report (as of 09-30-23)
  - Checking: \$72,978.46
  - Savings: 14,632.70
  - CD #1 8,757.99
  - CD #2 30,000.00
  - Scholarship: 2,243.48
  - Total Funds: \$128,612.63**

**A motion to approve the consent agenda was made by Andrew Feia and seconded by Rachel Shumaker. Motion carried.**

**Executive Director’s Report.**

- **2023 Fall Conference Financial Update:** With the large bills not being paid until October, the conference financials statements through September are incomplete and will be included in the Board packet for the November meeting. Unofficially, the conference’s net revenue is approximately \$24,000.
- **2023 Fall Conference Participant Survey:** Eighteen post-conference surveys were completed. The survey results were compiled and shared with the Board for future reference. Overall, survey results were favorable.
- **NDACO Conference Report:** Linda Fisher, Paula Gores and Alesha Dockter attended the ND Association of Counties conference as exhibitors in the NDSWRA booth. There was consensus that this may not have been the best venue for us, but that these types of events do help promote the association. League of Cities, where we may have more direct contact with decision makers, is being considered as a possibility for next year.
- **2025 Joint Fall Conference:** Medora is putting a bid together for us that we can discuss with South Dakota.

**North Dakota Solid Waste and Recycling Association**

*To educate, train and promote environmentally sound waste management practices.*

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**Partial Conference Registration Refund Request**

A fall conference attendee requested a partial refund of the registration fee relating to reluctance by the Clarion to accommodate certain dietary requests. As this request was reported to be medically necessary, the attendee chose to bring their own meals out of an abundance of caution.

**A motion to refund \$75 was made by Paula Gores and seconded by Dalten Kuhn.** Motion carried.

Sharon Lipsh joined the meeting at this point.

**2024 Conference Venue**

Based on a bid received by Fargo CVB from Hilton Garden Inn, the Board had a previous informal agreement to select that venue for 2024. Unfortunately, that bid had been understated and the new bid from Hilton Garden was significantly more. There is still consensus to meet there but with a request that the facility fee be further negotiated by adjusting the food and beverage minimum if possible, or by other negotiated rates.

**Scholarship Fundraiser/Branded Apparel**

The Board is in favor of offering NDSWRA branded apparel with partial proceeds to benefit the Scholarship Fund. A profit margin of 40% is preferred. Researching possible clothing options and the appropriate sales process is ongoing.

**Committee Reports/Chair Appointments**

Committee Chair appointments were completed as follows:

- |                       |           |
|-----------------------|-----------|
| • Policy/Resolution   | Lipsh     |
| • Program/Education   | Shumaker  |
| • Finance             | Schreiber |
| • Membership          | Shumaker  |
| • Nominating          | Gores     |
| • Awards/Scholarships | Gores     |
| • Marketing/Website   | Dalten    |

**MOTION TO ADJOURN**

**Motion to adjourn was made by Dalten Kuhn and seconded by Alesha Dockter.** Motion carried.

Adjourned at 11:36 a.m. CT by President Gores.  
**Next meeting will be Nov. 22, 2023 at 10:30 a.m. CT**