

MEETING MINUTES

Air & Waste Management Association - South Atlantic States Section
Board of Directors Meeting
March 15, 2017
4:00 – 5:00 PM EST

Attendance: Mike Marcus, Corey Mocka, Ashley Sapyta, Clara Poffenberger, Daphne Neel, Diana Ortiz-Montalvo, Leah Kaiser, Tony Pendola, Flint Webb, Tiffany Dillow, Ann Quillian (left meeting at 3:15 PM).

Minutes recorded by: Corey Mocka

1. Welcome and Introductions.

- Meeting started at 4:00 PM EST.

2. Approval of February 2017 Meeting Minutes

- No February 2017 meeting minutes available. Will table approval until next meeting.

3. Finance Report

- Clara summarized the liabilities from Roy's January finance report. The SC chapter is still owed \$2,200.00.
- Membership dues payable to RTP, SC, and BW chapters have not yet been disbursed by SASS. Clara has the exact amounts owed to each chapter from Roy. ACTION ITEM: Clara will distribute the membership dues checks to the chapters after verifying that Roy has not already done so.
- Mike requested that Clara wait to cut a check to the SC Chapter until after the SC chapter has been officially incorporated. There are some legal fees associated with the SC Secretary of State's process in order to be classified as a nonprofit. After that hurdle, the chapter needs to register with the IRS as a nonprofit organization. At that time the chapter can open a bank account and deposit checks.

4. Old Business

a. Committees

- As discussed at the previous meeting, Ashley would like to move forward with holding board meetings every other month and having the committees meet during the off months. The current issue is finding individuals to participate and chair committees.
- There was concern that not everyone on the SASS board is active in committee roles.
- Flint reminding the group that our board meetings should revolve around discussing the actions/plans of the specific committees.
- Flint agreed to chair the education committee although it is not the best fit.
- Daphne expressed hesitation because she is a new board member and has not been informed about the responsibilities of a committee chair.
- It was agreed upon that committee chairs should be from the SASS board, however, SASS should focus on recruiting people from outside the SASS board to serve on those committees. This structure will later provide likely candidates for filling future board seats.
- Clara informed the group that all members of the 2016 nomination committee have agreed to serve again in 2017. Also, she noted that the conference committee needs to begin their work probably 18 months before an event.

- It was suggested that the membership committee needs to be more active in contacting and recruiting lapsed members. Or just contacting them to see why they decided not to renew their membership.
 - It might be necessary for SASS reduce the number committees. Absolutely need a membership committee, a nominating committee, and a social media committee. Probably no longer need to invest time in an education committee. ACTION ITEM: Ashley would like to hear the board's ideas on which committees SASS should form or remove.
- b. Ashley questioned what the purpose of SASS should be. Some of the responses were:
- Promoting the organization and section.
 - Making sure the chapters are working.
 - SASS should focus on non-chapter members and nurture that group.
 - SASS should fill in where the chapters cannot.
- c. Ashley questioned if SASS was living up to that role. Discussion followed:
- SASS needs to get back on track.
 - SASS should survey the members to determine how to better serve them.
- d. ACE 2017
- Confirmed space at convention center for SASS breakfast.
 - Budget was approved for the breakfast last meeting.
 - SASS needs to ensure that the breakfast gets published in the ACE program. ACTION ITEM: Ashley will check on that. The program might already be finalized.
- e. Annual Report
- Tiffany: BW Chapter report was drafted and sent chapter officers but has not been submitted to HQ yet.
 - Tony: RTP Chapter report not completed.
 - JMU chapter report has been submitted to HQ.
 - ACTION ITEM: Ashley requested that all SASS chapters send her their annual reports to assist in compiling the SASS report. All reports are due to HQ March 31, 2017.
- f. Environment Virginia
- Although the conference has an impressive air tract, the rest of the program is appealing as well.
 - ACTION ITEM: Clara would like to hear from those going to the JMU event so they know how much food to provide.

5. New Business

- a. Newsletter
- Ashley suggested publishing a quarterly SASS newsletter similar to the Allegheny Section.
 - Clara suggested continuing the old "News from the Chair" email format to inform SASS members about 3-5 items related to upcoming A&WMA events and news.
 - ACTION ITEM: Ashley agreed to send out the email/newsletter/from the chair soon and include information about Environment Virginia. Refer questions about EV to Clara.

- b. SASS Membership Committee note from George Namie
 - George proposes to have a call on March 22, 2017 at 4:00 PM EST.
 - Flit or Tiffany volunteered to represent the Baltimore-Washington Chapter.
 - ACTION ITEM: NC and SC Chapters agreed to find a volunteer from their local chapters to serve on those committees. Person does not necessarily have to be from the board, as discussed earlier in the meeting.
- c. Tech Council Request from Flint:
 - Is there anything tech council can do to assist sections and chapters with putting on their own local conference or workshop?
- d. ACTION ITEM: Reminder to send Environment Virginia information to HQ so they can include it on the A&WMA calendar and in email blasts.

6. Chapter Updates

- a. B-W Chapter
 - A board meeting is scheduled for March 30th to plan events and activities for the year.
 - Having difficulty getting commitment from venues for some events.
 - Drafted chapter report.
- b. RTP Chapter
 - Had a lunch meeting this month to discuss EPA administration changes. The panel included: John Bachman (former EPA), Charlie Carter (NC AQC), and Keith Overcash (former NC DAQ director). The session offered a perspective on past administration changes and thoughts on moving forward with the new administration. 41 people in attendance. \$40 for the meeting space at The Frontier in RTP.
 - New treasurer generated charts to track chapter funds.
 - RTP Chapter currently does not have a website because HQ changed providers. Corey to meet with HQ about this issue during the LTA in April.
 - Will hold a Spring Social on July 1st at Durham Bulls Athletic Park. It will be a baseball game between USA and China. Attendees will be \$10 per ticket, chapter picks up remaining \$30 per ticket.
- c. SC Chapter
 - Organizing future lunch presentations. The first is scheduled for the end of April. Plan to repeat the lunch presentations in 2-3 different locations throughout SC.
 - This year the goal is to focus presentations more on the waste industry. Potential topics include: update on RCRA regulations; RCRA enforcement of air emission standards under aa, bb, and cc; Updates on corrective action program specific to SC Solid Waste Policy and Management Act; Community involvement from a risk communication standpoint, and a session on advancing the Clean Air Act to perform risk evaluations at fence lines. After the summer, the chapter will consider holding a half-day session on multimedia compliance auditing.
- d. NCSU Chapter
 - No update.

e. JMU Chapter

- No update.

7. Adjourn

- Motion to adjourn at 4:50 PM EST by Flint. Seconded by Tony.