The meeting was called to order at 11:02 a.m. by President John Welch.

Roll Call

Board Members Present
Chad
Larry
Roxanne
John
Meleesa
Phil
Chris
Erik
George
Dave

Absent

Others present  Shelby Schraufnagel, Administrative Assistant; Pat O’Brien, Winnebago County Solid Waste Board; Jo-Walter Spear, JSA Civil Environmental Engineers.

Agenda  Motion by Chad, second by Meleesa to approve the agenda. All in favor, motion carried.

Minutes of Previous Meeting  Chad noticed Pat was mentioned in present and absent. Motion by Chad, second by John to amend and approve the minutes of the previous meeting. All in favor, motion carried.

Treasurer’s Report  The treasurer’s report was reviewed. Motion by Chad second by Meleesa. All in favor, motion carried.

Committee Reports

DNR Report  No report.

Safety Report  Safety committee at the Fall Learning Session thought that the learning experience went really well. The committee will discuss having regional learning sessions. Another item is the pressurized gas cylinders. The committee will reach out to National to see what they advise. Board members agree that is a good idea.

Membership Report  Membership is at 145 members. 2018 goals were discussed during the latest committee meeting.

International Report  There is nothing new to report.

YP Report  YP’s will have an in-person meet-up in December. YP conference planning meetings have been on-going. George will see if any YP’s are interested in being on the committees.
Social Media Report     No update.

Legislative Advocacy Report     Pyrolysis is continuing to be discussed.

Programs Report     No update.

Scholarship Report     Advertising for scholarships will begin in December and January.

Timeline Reviewed     The timeline was reviewed. Committee appointments will remain the same.

Unfinished Business
   A. Potential For Statewide Education Campaign
      a. John gave a brief update on committee assignment from each organization for the project.

   B. Approve 2017-2018 Meeting Schedule
      Motion by Meleesa second by Erik to approve the 2017-2018 meeting schedule.

   C. Approve Administrative Assistant Service Agreement
      Motion by Meleesa second by Chad to approve the contract with Shelby for $35/hour contingent upon acceptance and changing the name to Shelby’s LLC, SMJ Administrative Services, LLC. All in favor, motion carried.

   D. Timeline
      Motion by Erik second by Phil to approve the timeline. All in favor, motion carried.

   E. Accrual Accounting vs. Cash Basis
      In order change the process you have to go through a long process with the IRS.

   F. Discussion on changing the year end date from fiscal to annual
      Meleesa would need to file a 9-90 to change from fiscal to annual year end date.

New Business
   A. YP Board Director
      Erik will age out of the position. George has been nominated to that the YP Board Director position. Dave has also been nominated. Motion by Chad second by Phil to make George the YP Board Director immediately. All in favor, motion carried.

   B. YP Week Partnership
      John stated that the YP Week Board asked if SWANA would like to be a funding sponsor for YP Week. Board members do not believe it would be a good idea to be a funding sponsor this year. There are many other items that the board is fundraising for.

Adjourn     Motion by John, second by Chad to adjourn. All in favor, motion carried. Meeting adjourned at 12:13 p.m.

Shelby Schraufnagel, Administrative Assistant
Approved