

SDSWMA Governing Board Meeting Minutes
Board Meeting – Upper Crust Pizza, Chamberlain
November 16, 2016 at 11:00 am central time

Call to Order

President Elect Valerie Keller called the meeting to order at 11:10 am. Board members present were Tim Taggart, Melissa Fahy, Jay Johnson, Mike Cook, Dennis McAlpine, Fred Snoderly, Lucas Hoover, Dustin Hansen and Dale Fortin. President McManus, Jeff Barber, Mike Erickson and Ryan Badten were absent. No additions to the agenda.

Administrative Actions and Approvals

Motion by Melissa Fahy, second by Jay Johnson to **approve minutes** from the September 13, 2016 Board meeting, motion carried. Executive Director (ED) Trautman provided financial and scholarship reports prepared by Secretary Treasurer Erickson, copies were emailed to the Board prior to the meeting. As of 11/13/16 the online checking balance was \$49,554.34 and the investment savings balance was \$53,202.10 with payments to ND for 50% of conference net income pending. Motion by Fred Snoderly to approve the financial report as presented, second by Tim Taggart, motion carried. The scholarship fund had a balance of \$47,901.33 on 9/30/16. This balance includes \$900 still owed to Association for 2015 awards and \$3,800 owed to the Association for 2016 awards. Discussion by the Board indicated a desire to get this \$4,700 paid back to the Association and get fundraiser income deposited ASAP. It was noted that cashing in mutual funds to complete this payback which will include fees. Motion by Jay Johnson, second by Dale Fortin to approve the scholarship financial report as presented, motion carried.

Old Business

ED reported that the P&L YTD previous year comparison and budget vs. actual were emailed to the Board prior to this meeting. ED noted the two items that stand out are the meeting income and expenses. Income includes the \$15,000 grant reimbursement and expenses include the hotel/bussing at \$41,366/\$1,990, respectively. These joint conference numbers will skew the net income all year. The 2015 FYE P&L showed a net income of \$59,994.63 which included the \$39,000 SW grant for the MOLO in May. Membership dues were very close to the budgeted \$22,000. The 2016 Joint Annual Conference P&L (accrual basis) showed a net income of \$42,431.85 after credit card fees were subtracted. Of six outstanding invoices 5 were still to be collected totaling \$1,860. ED suggested paying 50% to ND minus outstanding invoices (\$20,285.93) and 50% of the scholarship fundraiser income (\$3,012.50). Once collected the remaining income of \$1,860 would be split 50/50 and a check issued to ND. Motion by Dale Fortin to pay ND their 50% of the scholarship fundraising income and 50% of the net income minus outstanding invoices, second by Jay Johnson, motion carried. **Membership renewals** are slowly coming in. A printout of renewals to-date shows we are about \$6,800 short of the budgeted membership income. All new members were asked to complete the online registration to populate the directory. The **SDSWMA Mission Statement** from the website was reviewed by the Board during this meeting. Changes were made to all sections and ED will provide a draft of these changes to the Board for review at the January meeting. The Board asked to have the website format for the mission statement changed to provide a dropdown or "see more" information section. ED will look into making these changes as needed. This discussion also indicated a desire to have the homepage of the website reworked so it has sliders. ED will get a price quote for this modification and inquire about drop down descriptions for the mission statement. Once the mission statement is complete a new fold-up/roll-up display will be purchased to replace the current booth. Motion by Melissa Fahy to purchase a new booth before the spring workshop, second by Fred Snoderly, motion carried.

New Business

The 2017 Spring Workshop will be in Watertown at the Ramkota. ED has not been able to get ahold of anyone there to finalize the contract and thought she had already talked to them and locked in some dates several months ago. These dates will be confirmed as soon as possible. The 2017 Annual Conference will be in Mitchell at the Ramada Inn, September 27, 28 & 29, 2017. An overflow room block is available at the Siesta Motel.

President McManus presented a conflict of interest policy for Board discussion during the September meeting and on the agenda for this meeting. Discussion was deferred to the January Board meeting when McManus would be present.

Committees for 2016-17 – volunteer assignments:

Awards Committee – Larry McManus, Mike Erickson (includes Hall of Fame)

Newsletter/Website Committee: Ryan Badten and Michael Cook

Policy, Resolutions and Bylaws: Larry McManus and Dale Fortin

Nominations Committee: Fred Snoderly and Tim Taggart

Finance and Audit: Mike Erickson, Todd Langland (has volunteered to continue internal auditing)

Planning, Program and Education: Val Keller and Melissa Fahy

Membership Committee: Ryan Badten and Jay Johnson

Scholarship Committee: Melissa Fahy (chair), Karen Weeldreyer, Todd Langland (2011), Dustin Hanson (2014), Fred Snoderly (2015)

2016-17 Quarterly Board Meetings: January 4, 2016 conference call at 11:00 am CT, March 28, 2016 with spring workshop and June 14 at 11:00 am CT in Chamberlain.

Motion to adjourn at 9:32 am by Karl Merbach, second by Tim Taggart, motion carried.

Respectfully submitted Carolyn Trautman, Executive Director SDSWMA