

# **Association of West Virginia Solid Waste Authorities**

## **March 19, 2015 - Board Meeting Minutes**

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The regular meeting of the Association of West Virginia Solid Waste Authorities was held on Thursday, March 19, 2015 at the Old Parkersburg Courthouse, Parkersburg, WV. Attending in person were Chair – Jeff Palmer, Treasurer- Mike Reese and Mike Grunau. Secretary – Charity Fellure, Director Roger Frame, Director Howard Coffield, Director Terri Tyler, and Director Tammy Bonar attended via conference call.

**I. Welcome and Introductions:** Chair Jeff Palmer welcomed all attending.

**II. Opening Comments:** Mr. Palmer called the meeting to order at 1:00 p.m., and declared a quorum.

**III. Minutes:** The February 2015 meeting minutes were emailed and available at the meeting. Howard Coffield moved to accept the February 2015 AWVSWA meeting minutes. Roger Frame seconded the motion. The motion passed unanimously.

**IV. Treasurer's Report:** The treasurer's report was emailed and available at the meeting. Mr. Reese reported that as of February 28, the balance of the general account was \$37,002.46, the balance of the scholarship account was \$2,000.00 and the balance of the education account was \$45,772.50. Roger Frame moved to file the treasurer's report for audit. Howard Coffield seconded the motion.

**V. Old Business:**

None.

**VI. New Business:**

**1. Financial Questions:**

- a. Internal Financial Review – Mike Grunau and Tammy Bonar are working on the financial review.
- b. General and Education Accounts Budget Preparation – Sandy Rogers is working on a budget for the education account. Mike Grunau and Tammy Bonar are working on a budget to work off of each year.
- c. Liability Insurance Review – Mr. Palmer sent the requested information to Terri Tyler.
- d. Budget for 2015 Conference – Will be presented at April's meeting.

**2. Scholarship Committee Report:** The application is on the website. Charity Fellure will send an email to all SWA's as a reminder of the approaching deadline.

**3. Legislative Updates:**

Roger Frame is still updating the database. Jeff Palmer will compose a letter to all current members regarding the legislative committee.

**4. Nominating Committee:** Roger Frame is working on a list of nominations.

**5. Website Updates:** Phil Mann has made all of the suggested changes.

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**6. 2015 Conference -**

- a. The 2015 Conference will be held at Canaan Valley. Carol Throckmorton is working on getting a motivational speaker. Paul Hayes sent out a request for quotes for the 2016 conference. Mr. Hayes will put together a report based on the quotes that he received.

**7. Miscellaneous Items:**

- a. Status of Bylaw Revision – The changes were made. Mrs. Fellure will circulate the By Laws for signatures. Once they are signed, she will send them to Phil Mann for the website.

**VII. Solid Waste Issues from the Floor:**

- A. **Next Meeting:** The next meeting is scheduled for April 16, 2015 at 1:00 p.m. at the Old Parkersburg Courthouse, Parkersburg, WV.
- B. **Adjourn:** Howard Coffield moved to adjourn the meeting at 2:25 p.m. Terri Tyler seconded the motion. The motion passed unanimously.

**VIII. 2015 Proposed Meeting Schedule:**

January 15, 2015 @ DEP

February 19, 2015 @ Parkersburg Old Courthouse, Parkersburg

March 19, 2015 @ Parkersburg Old Courthouse, Parkersburg

April 16, 2015 @ Parkersburg Old Courthouse, Parkersburg

May 21, 2015 @ DEP

June 18, 2015 @ Parkersburg Old Courthouse, Parkersburg

July 16, 2015 @ No Meeting

August 20, 2015 @ Parkersburg Old Courthouse, Parkersburg

September 17, 2015 @ Parkersburg Old Courthouse, Parkersburg

October 24-27, 2015 @ Canaan Valley Resort

November 19, 2015 @ Parkersburg Old Courthouse, Parkersburg

Respectfully submitted,

  
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Jeff Palmer, Chairman

  
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Charity Fellure, Secretary