

Association of West Virginia Solid Waste Authorities

March 20, 2014 - Board Meeting Minutes

The regular meeting of the Association of West Virginia Solid Waste Authorities met on Thursday, March 20, 2014 at the Old Parkersburg Courthouse in Parkersburg, WV. In attendance was Chairman - Jeff Palmer, Director - Howard Coffield, Director - Lynne Lashley, Joyce Harris-Thacker, Mike Grunau, and Secretary - Charity Fellure attended via conference call.

I. Welcome and Introductions: Chair Jeff Palmer welcomed all attending in person and via conference call.

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

III. Minutes: The February 20, 2014 meeting minutes were emailed and available at the meeting. Howard Coffield moved to accept the February 20, 2014 AWVSWA meeting minutes. Chair Jeff Palmer 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 March 20, 2014, the balance of the general account was \$36,076.44, the balance of the scholarship account was \$2,000.00, and the balance of the education account was \$27,839.75.

Lynne Lashley moved to file the treasurer's report for audit.

V. Old Business:

1. **Conference at Canaan Valley Resort:** Chair Jeff Palmer called Strategic Materials and they have yet returned his call.

New Business:

1. **Financial Questions:**

1. **990 Form Status:** Mike Reese met with Teed and Associates and is working on the situation.
2. **Memorandum of Understanding** – Sandy Rogers is working on the 2014 Memorandum of Understanding.
3. **Signature Cards** – They are still being circulated.
4. **Expense Form** – Chair Jeff Palmer will try to change the form on the website from a PDF to an Excel document.

2. **Scholarship Committee Report:** The scholarship application is on the website. The deadline for application is May 1, 2014.

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3. **Legislative Committee Updates:** None.
4. **Nominating Committee:** Chair Jeff Palmer asked Roger Frame to serve on the Nominating Committee. Nominations will be needed for Chair, Vice-Chair, and two Director positions.
5. **2014 Conference:** The Conference Committee will meet in Huntington on April 17 at the hotel.

VI. Solid Waste Issues from the Floor:

Secretary Charity Fellure will check the website to see which signed minutes are missing and will send them to Phil Mann.

The date on the By Laws on the website needs changed to the correct date.

- A. **Next Meeting:** The next meeting is scheduled for April 17, 2014 at 1:00 p.m. at the Pullman Plaza in Huntington, WV.
- B. **Adjourn:** Howard Coffield moved to adjourn the meeting. Charity Fellure seconded the motion. The motion passed unanimously.

VII. 2014 Proposed Meeting Schedule:

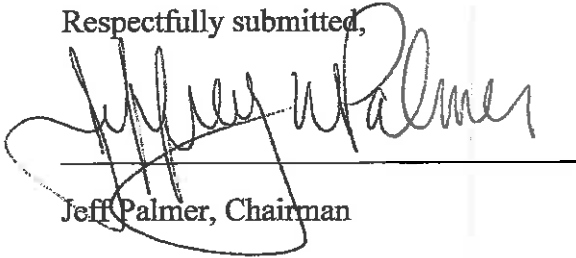
January 16, 2014	@ DEP *
February 20, 2014	@ Parkersburg Old Courthouse, Parkersburg
March 20, 2014	@ Parkersburg Old Courthouse, Parkersburg
April 17, 2014	@ Pullman Plaza, Huntington
May 15, 2014	@ DEP
June 19, 2014	@ Parkersburg Old Courthouse, Parkersburg*
July 17, 2014	@ No Meeting - Tentative
August 21, 2014	@ Parkersburg Old Courthouse, Parkersburg
September 18, 2014	@ Parkersburg Old Courthouse, Parkersburg
October 19-21, 2014	@ Pullman Plaza Hotel Huntington, WV *
November 20, 2014	@ Parkersburg Old Courthouse, Parkersburg
December 18, 2014	No meeting – Tentative

All Meetings will begin at 10:00 a.m. with AWVSWA Board Meeting to follow at 1:00 p.m.

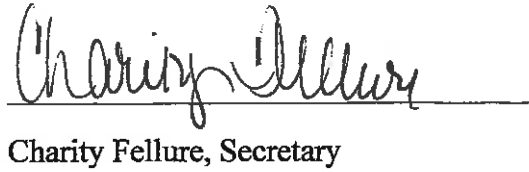
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The four regular meeting, indicated in bold and by an asterisk, and the special meetings have the locations listed and have been announced 30 days in advance.

Respectfully submitted,



Jeff Palmer, Chairman



Charity Fellure, Secretary

AWVSWA / REAP Conference

2014 Budget

Resort Conference Cost	\$25,000	\$15,000	\$40,000
Speaker Costs	\$2,000	0	\$2,000
Speaker Gifts	\$500	0	\$500
Conference Bags	\$900	0	\$900
Banquet Table Gifts	\$1,500	0	\$1,500
Banquet Decorations	\$1,000	0	\$1,000
AWVSWA Awards	\$300	0	\$300
Entertainment	\$3,500	0	\$3,500
Registration & Misc Supplies	\$300	0	\$300
	\$35,000	\$15,000	\$50,000
	Based on 150	Extra 75 people	