NOTES OF MEETING

A. CALL TO ORDER (Coleman): 8:00 AM
   Attendees: (14) Coleman, Andrew, Arguello, Briest, Clare, Gillette, Hall, Jensen, Nowak (late), Parisi, Skumatz, Stewart, Strickland, and Phillips.
   Absent: (4) Byrne, Chan, Kozlowski, and Orloff.

B. ADOPTION OF NOTES OF PREVIOUS MEETING (Coleman):
   December 2017 annual meeting notes approved. Motion/Second (Gillette/Skumatz) to approve. Passed unanimously.

C. ADOPTION OF AGENDA:
   Agenda adopted.

D. TREASURER’S REPORT (Andrew)
   2. As of 12-31-17: Current Checking Balance = $52,046.70.
   3. As of 11-30-17: Current Savings Balance = $40,539.33.
   4. Total = $92,576.03.
   6. Renewed Secretary of State license for 2018 ($10).
   7. Skumatz requested a review of finances compared to one year ago. Answer: small increase for Road-e-o and larger decrease for Annual Conference (AC).

E. COMMITTEE REPORTS
   1. Membership (Hall & Clare): Hall reported CO SWANA at 230 members (up from 222 in December).
   2. Nominating (Gillette & Chan): No activity; still early in the year.
   3. Scholarship/Awards (Briest & Kozlowski): Briest reported a slow month. Coleman questioned whether request have been received for SWANApalooza scholarships or interest from student Chapter members. Strickland had suggested the availability of scholarships to a couple of folks; however, must be members, and must apply. No applications have been received to date.
   4. Legislative (Nowak & Phillips): Phillips reported a COGA “meet and greet” at the Capitol on Thu., Jan. 11. Also, Rep. Jeni Arndt (Fort Collins) stakeholder discussion on TENORM on Thu., Jan. 11. Chan requested email blast to members regarding Arndt meeting; meeting place still TBD before email blast can be sent by Hall.
   5. Audit (Coleman, Skumatz, & Strickland): Audit due Jan 15, 2018. Coleman questioned whether he needed to do something about the audit. Andrew responded that the
Jan. 15 deadline is for submitting audit report to SWANA National. Andrew sends a synopsis for the year, to which she received comments from Strickland. Nowak as Chapter Secretary will send the annual report to SWANA National. The Audit is not reported to National but is for internal Chapter review only. Financials are audited by Audit Committee before going to National. Clare read pertinent By-Law pertained to Audit Committee (Sec. 10.2 on pg. 4 of 5 pgs.). Strickland (has reviewed), Skumatz (will review), and Coleman (no comments) should review Andrew’s report sent Nov. 2017.

6. **Bylaws** (Clare & Byrne): Clare requested that Board members review the Bylaws, especially the pertinent ones that are Committee-specific and Chapter-specific. E.g., Art. 2 – Mission and Goals.

7. **Road-E-O** (Arguello & Andrew): Next Committee meeting Jan. 10 to discuss State and Int’l road-e-o locations and dates.

8. **Programs/Training** (Stewart & Parisi):
   a. 1st quarter technical session scheduled Tue., Feb. 13 desired to be on “TENORM waste acceptance at Colorado landfills.” At Geotech Environmental, small (North) conference room that fits 40 including speakers, from 1000 to 1300 including lunch. Four presentations (15-20 minutes each) followed by moderated Q&A. Three perspectives from CDPHE, O&G Operators, and Oily Waste Processors, wrap-up by CDPHE, on what is currently known about TENORM, what can be shared comfortably, and understanding the status of TENORM. Currently, numerous unknowns and discussing where the handling of TENORM waste could be headed. Logistics from Strickland, free to members (Chapter providing a service of training) and $15-20 to non-members. Advance registration will be required. Strickland volunteered to order lunch. Time of the essence to produce and circulate Save the Date and formalize the announcement.
   b. No technical sessions in March due to SWANApalooza.
   c. 2nd quarter technical session is tentatively scheduled for Tue., Apr. 10 or Tue., May 8 at Geotech Environmental Equipment (small/North conference room) on landfill operations, including possible site visit to FRL or Tower LF. Choice of date and content to be determined.

9. **Communications/Website** (Strickland & Skumatz): Strickland reported that 4Q17 newsletter was distributed Dec.20. Tentative articles for 1Q18 newsletter (date near end of Mar., TBD) include: Jensen and Phillips short bios to introduce new Board attendees. Other tentative articles: Road-E-O update and DATES (Arguello); SWANApalooza including photos; 1Q18 technical session wrap-up; 2Q18 technical session preview; 2018 AC location and date (Hall); scholarship reminder (Briest). Strickland added brief history of Colorado SWANA and “About CO-SWANA” to the website, courtesy of material provided by Debby Barton. Strickland has uploaded Safety Ambassador newsletters to website with links to them from social media (i.e., Facebook).

10. **Safety Ambassadors** (Byrne & Hall): Hall reported nothing new. Bryne’s direct report has been providing articles. Kudos to that person.
F. OTHER REPORTS/OLD BUSINESS

1. **International Board Activities** (Gillette): Gillette reported that early-bird for SWANApalooza is imminent. Mid-year meeting in Quebec in March 2018. Safety Ambassador – solid waste jobs remains in the top 5 deadliest occupations. SWANA desires to delay China’s restrictions on recycling acceptance to be reduced to 0.3% residue rate – very difficult to meet. Membership up to approx. 9,500, which is an increase of 1000, of which 500 are students and 500 are new paid memberships.
   a. **SWANApalooza** – Host reception by CO SWANA is set for March 7, 2018. Needs additional sponsors. To date, paid sponsors include Larimer County and SCS. Burns & Mac pending. Need Nowak and others to help push for additional sponsors. Goal is to cover costs (approx. $3,000 to be covered by sponsors and $7,000 to be covered by attendee registrations). Mountain Waste a possible Title sponsor; Coleman to visit/encourage them to commit. Title sponsor for $3,000 includes name on event logo, announcement at event, in conference program, 8 complimentary tickets. Other sponsorship levels listed on website, also. Deadline for sponsorships to be included in printed program is Feb. 1. Of $20 ticket, Chapter receives $17. Parisi is coordinating tour session proctors.
   c. **Annual Report** – Nowak ACTION ITEM - needs to be submitted to SWANA National on or before Jan. 15, 2018.

G. NEW BUSINESS

1. **Annual Conference** (Hall & Strickland): Glenwood Springs, Hotel Colorado, available Oct. 9-12, $129/sleeping room. Possible history and/or ghost tour (was hospital and morgue in WWII).
2. **CDPHE TENORM stakeholder meeting** – If details of meeting room come from Chan, Hall will circulate in email blast to members for Thu., Jan. 11.
3. **MOLO** – Likely will be offered in Grand Junction in 3rd or 4th quarter 2018.

H. CLOSING

1. **Next Board Meeting:** Next board meeting will be Feb. 13th in-person prior to 1Q18 technical session at Geotech Environmental Equipment (near 40th and York); limited call-in available. Start time is 0800.
2. **Conf call in #:** 515-739-1037, 867073 code.
3. **Adjournment:** 0900 (Motion/Second) Skumatz/Clare, passed unanimously, and adjourned.