

## Great Basin Chapter, Air and Waste Management Association Board Meeting

### Minutes for March 9, 2004

**Present:** Mike Tomko, Kevin Ovard, Renee Zollinger, George Wilkerson, Deanna Anderson, Rick Sprott (via conf. call), Judy Moran

**Absent:** Russ Christensen, Glenn Roberts, Elizabeth Lowes, Joe Martone

Meeting called to order at 12:00 pm. Agenda was provided.

1. Minutes of Last Meeting (February 10, 2004): The Board approved the minutes of the last meeting with two corrections: spelling of Rich McKeown's name and a double period at end of Item #7.

2. Review of Election Process:

Mike has reviewed bylaws to verify that our election ballot met the requirements. He concluded that the election met requirements, but recommends that in the future all four officers be placed on the ballot even if a potential successor has not been identified. In the meantime, the four officers can serve because Article 4 Section 1b clause 2 says that officers shall serve until a successor is identified. The bylaws do not discuss how to handle a mid-term resignation. Mike will look into this further. Next year we will elect the Vice Chair, Secretary, Treasurer, Program Chair, Education Chair, and Membership Chair. One of these directors should be a 1-year term to get back on schedule of having two directors rotate off each year.

**Action Item:** Mike will look into how we proceed if an officer or committee chair resigns before the end of their term.

3. Treasurer's Report: The Chapter had a checking balance of \$7,044.74 on March 1. Three \$1,000 scholarships were sent out directly to the scholarship winners in February. No other activity during February. The \$8,360.00 in education monies with National have not been received yet, but should be coming. George submitted the Annual financial report (copy attached).

#### **Action Items:**

- We need to ask Clive to call National again and check the status of the reimbursement.
  - George will set up separate tracking for the scholarship money in our monthly statement. The scholarship money we sent out will be deducted from the education funds in our account.
4. Membership Committee Report: The membership is at 90 for the Great Basin Chapter. Glenn indicated in an email that the local URS office has joined as a

corporate member so they can encourage more individual participation, and they are encouraging other AWMA Board members to do the same thing.

We need to fill in the upcoming activities so Glenn can finalize the recruiting flyer for printing.

**Action Items:**

- Glenn will add banquet activity this month once speaker and date have been arranged, and will include a Lunch Meeting in May and a Facility Tour in September, with time/place to be announced later.
5. Education. Deanna will send information on the annual banquet to scholarship winners as soon as it is available.

Deanna and Liz put out an email to draft volunteers (eight, total) from AWMA to act as judges. Russ Christensen is going to do BYU, and Dave Jones and another member of the Division of Air Quality are going to do U of U. Kevin Ovard will take care of Weber State. Still need someone for SUU. George showed us a mock-up of the certificate for the awards and several edits were suggested. Once the winners are selected, Deanna will give them a letter requesting their information so we can purchase the savings bonds in their names and social security numbers.

**Action Items:**

- George will make up the four certificates to present winners, and get to Deanna.
6. Communications: (via email) Liz and Pete have handed off information. Liz is going to try to get up to speed on web management later this week and will let George know if she needs help with that task.
7. Programs:

**March Banquet:** Mike called Jon Huntsman Jr. and found he was not available for a dinner meeting in March. Mike invited him to speak at a May lunch (date flexible).

Rick contacted Robbie Roberts office, and Mike followed up with a letter to Mr. Roberts extending a formal invitation to speak. We don't have an indication whether Roberts will accept yet or not. Mike will continue to pursue and try to nail down quickly. If the answer is no, Mike will email the Board and have a telecon to identify a backup speaker.

We need to find some sponsors for the banquet. The Board will solicit their companies for donations. Glenn has the sponsor list from last year that we can look at and re-contact as soon as we have a date and a speaker.

We decided to put a questionnaire in the banquet program to find out what speakers/topics people are interested in. We can have a drawing from the questionnaires for a \$25 gift certificate or for a couple of door prizes to boost

participation. Board gave Judy authorization to spend \$50 on incentives to get the questionnaires filled out.

**Webcasts:** Just one webcast is being planned right now. There are lots of conferences and symposiums that members may want to know about. Kevin will write an article for the newsletter that highlights the educational possibilities and encourages members to get on the web site and consider upcoming events.

**Annual Conference:** The Board did not feel that the P2 conference met our objectives. After discussing several possibilities, the Board decided to explore doing an AWMA “mini-conference” in the fall. This could be an extended lunch with 2-4 speakers or a panel discussion that focuses on one or more relevant current topic. The mini-conference should promote networking between attendees. Rick will explore what issues might be good possibilities with the other environmental directors. Some possibilities are New Source Review Reform, Reworking Excess Emissions Rule, PM10 Maintenance Plan. Everyone send Judy their ideas within three weeks.

**Action Items:**

- Mike will follow up with Jon Huntsman Jr. regarding a lunch meeting in May.
  - Mike will resolve whether Robbie Roberts will be our March banquet speaker. If not, Mike will arrange a telecom with the Board to identify backup.
  - Board members will solicit their own companies and others for donations (Glenn to provide last year’s list).
  - Judy will make banquet arrangements once the speaker and date have been selected.
  - Kevin will put together the program once speaker and date have been selected.
  - Judy will develop questionnaire for distribution at banquet and come up with incentive prizes totaling \$50.
  - Everyone to think of topics for the mini-conference. Rick to talk to other environmental directors about current relevant topics.
8. Other: None at this time.
9. Next Meeting: The meeting was adjourned at 1:00 pm. The next meeting was scheduled for April 13, 2004.