

**WEST CENTRAL MISSOURI SOLID WASTE MANAGEMENT DISTRICT
EXECUTIVE BOARD MEETING SUMMARY**

March 14, 2017

9:30

802 S Gordon

Concordia, MO 64020

- I. Call to Order:** Meeting was called to order by Chair Jim Marcum at approximately 9:34 am with a quorum.
- II. Roll Call:** In Attendance: SWMD Executive Board members:
- | | |
|--|---------------|
| Jim Marcum – Chair | John Marr |
| Susan Crooks – Vice Chair | Ellen Cross |
| Amanda Jacobson-Alt. for Barbara Carroll | Brenda Ardrey |
| Gloria Brandenburg | |
- Absent were:** Ann Black, Barbara Carroll, Ryan Hoffa, Jessica Goodman, and Tracy Dyer
- Recognition of Staff:** Ruth Anne Parrott: Region F Planner & Emily Craig: Region F Planner
- III. Approval of Agenda:** Approved M/M Susan Crooks /Amanda Jacobson Motion Passed.
- IV. Approval of January 10, 2017 Meeting Minutes:** Approved M/M Amanda Jacobson /Susan Crooks Motion Passed
- V. Approval of Financials/Treasurers Report:** Approved M/M Amanda Jacobson / Susan Crooks. Motion Passed.
- VI. Review Bylaws:** Following discussion, it was decided to table the bylaws conversation for the next meeting. The board has until March 28 to review the bylaws and email suggested changes to Emily so they can be presented and discussed at the May 9th meeting. Items discussed included Article VII, Section 1 and suggested re-wording to: two county commissioners *or their representatives*” and “*may have* a representative from each city with a population of five hundred (500) or above.” Also discussed was Article IX Section 2 Letter A to include “one county commissioner *or their representative.*”
- VII. Administration Contract:** Region F SWMD is on the final year of its 5 Year Administration Contract with Pioneer Trails Regional Planning Commission, though MO DNR requires acceptance on an annual basis. Susan Crooks moved to accept the Administrative Contract with Pioneer Trails RPC to continue administering both Plan and Implementation and District Operations grants for the Region F SWMD. **M/M Susan Crooks / Amanda Jacobson. Motion Passed.**
- VIII. Committees:** Ms. Parrott discussed participation in current committees (Education, HHW, and Sub-grantee) as well as the inclusion of three new committees: Budget/Finance, Policies/Procedures and 5 Year Plan. It was discussed and decided to include Policies/Procedures in the 5 Year Plan Committee. All members are to let Ruth Ann or Emily know which committee(s) they would like to participate in by the end of the week (March 17).
- IX. Grant Closeouts:** Ms. Parrott then asked for the following grant to be approved and closed out: F 2015-009 Marshall Concrete Grinding Project. **M/M Ellen Cross /Susan Crooks Motion Passed.**

- X. FY 2018 Grant Call:** Ms. Parrott reported that there were 23 attendees representing 19 organizations at the FY 2018 Grant Call Training. She then discussed the projected available cash balance for the FY2018 grant cycle, and will present a solidified balance at the May 9 meeting. Discussion took place regarding the appropriate cushion to retain (\$45,000; approximately 10%).

Upcoming Region F Board meetings: May 9, 2017; July 11, 2017. Upcoming Pioneer Trails RPC board meetings: April 27, 2017.

XI. Other New/Old Business:

- a. **Education Committee:** Ms. Craig updated the board on the Education Committee's February 15th meeting. The committee discussed personalizing the Illegal Dumping Contest to include more poster displays for the schools. They also discussed focusing education efforts on after school and summer school programs with a goal of creating a program and presenting to three regional 3rd grade groups for FY 2018. The board discussed partnering the Boys and Girls Club network.
- b. **HHW Contract:** Bids for the HHW contract are due by March 27th, with hopes to have containers in place by mid-April. The HHW Committee will need to meet at the end of March to review the contracts.

- XII.** The meeting ended at approximately 10:50 a.m. Meeting adjourned **M/M Susan Crooks/Amanda Jacobson Motion Passed.**

Approved this the day 14th day of March 2017

Jessica Goodman
Secretary Treasurer
JG: ec