



SORA Board Meeting Minutes

July 10, 2018

2:30 PM Eastern Standard Time

Board Roll Call: President/At Large Mary Clark (VT), Past President/Region 8 Chuck Cousino (CO), Region 6/President Elect Matt Pace (OK), Region 1/Treasurer Amanda Clark (CT), Region 10/Secretary Jeremy Simmons (WA), Region 2 Ed Wengrowski (NJ), Region 3 Steven Krieg (MD), Region 4 Steven Berkowitz (NC), Region 5 Mike Mettler (IN), Region 7 Eric Folks (MO), Region 9 Chris Edwards (KY), Tribal Michael Bolt (NC Cherokee), Canadian Provinces Derek Smith (Manitoba).

Invited guests: Dick Bachelder (COI Rep.), Sheryl Ervin (COI Rep. back-up), Ed Corriveau (Retirees), Ann D'Alfonso (KS)

Green = Present

Red = Absent

No quorum, so no votes made.

Review/edit meeting agenda – We moved discussion on Listserv draft SOP to beginning so Ann could participate

Approval of May Board meeting minutes (not acted upon)

Executive Committee Reports:

Presidents report: (Mary Clark)

- EPA MOU Update – EPA has invited us to be co-authors on WIRFC's Septic Learning Module soon to be released. NOWRA has a new on-line learning academy based on the A-Z curriculum. Chuck mentioned it may be pricey but not if you consider quality training with no travel time and expenses.
- SepticSmart Week Planning – EPA has recently contracted with graphics designer to create new graphics for this year's events.

Treasurers report: (Amanda) – Amanda will send out reports following meeting. Balance is \$19,500 with \$800 accounts receivable (about 10 people need to pay invoices); 2 are >90 days. Discussion on memberships and fees. Amanda will update the state lists and board members are asked for one more effort to get remainder of states with representation. Two states/people are poised for a vote on waiving this year's fees (LA Cynthia Pickel, WVA Rick Hertges), are there others? We are at about 70% participation at this time. We will take the month of July to complete this last effort before removing folks from listserv.

Secretary report: (Jeremy Simmons) – No report.



Standing Committee Reports:

Membership (Jeremy Simmons / Chris Edwards; Co-Chairs) (See Treasurer's report for notes)

- Update on membership totals
- Waiver requests (Cynthia Pickel LA, Rick Hertges WVA, Others?)

Strategic Planning (Mary Clark, Eric Folks) –Mary reviewed status last month, need to keep working on our goals.

Conference Planning (Matt Pace)

- SORA Business Meeting – Scheduled for Monday afternoon 12-4 including lunch. Eric is working on the location, etc. Reception will be Tuesday evening.
- COI Sponsorships – Eric Casey will be sending Matt the information on costs for the lunch and reception. Dick said to divide between the COI and send an email with the information and he will work with the COI on sponsorships.

COI Report:

- COI Report (Dick) – They now know who the contacts are for the COI companies and they want to develop regular communications. Mary asked about the current use of the COI listserv and they have not used this resource yet. Ed Wengrowski has offered to be the SORA contact with COI and Dick and Ed are starting that relationship.

Adhoc Committee Reports:

- **Website (Ann D'Alphonso) – no report.**
- **Retirees (Ed Corriveau); Update –** Ed has been reaching out to retirees and Dave Scheppens is interested in joining the group. Amanda recommended he apply for membership, so we can get him on-board. We then discussed what this committee might help SORA with and researching and applying for grants came up as a good activity. Ed liked that idea and we suggested setting aside some time on the next Board call to brainstorm what we need/want for grants.

New Business:

Listserv Draft S.O.P. (Chuck, Ann) – We discussed the draft, Jeremy and Amanda had offered comments previously. We discussed whether this should cover all of the listservs or just the SORA one and decided the SOP should be general enough to cover all of them, including future ones as well. If anyone has additional comments send them to Ann and Chuck. They will make some edits to the SOP, send a revised draft around, and have it ready for a vote next Board meeting.

Go-to-meeting connection – We discussed purchasing our own conference call-in service. Amanda will research prices and have a proposal for approval at our next Board meeting.

Old Business: None



Action Item Review:

Agenda Items for next month:

1. Approve June and July minutes.
2. Review and approve membership waivers.
3. Review and approve conference call services.
4. Review and approve Listserv SOP.
5. Discuss Retiree Committee work researching and applying for grants.

Adjourn: 3:30 P.M.

Future Meeting Dates for 2018 (First Tuesday of each month): August 7, 2018, September 4 (Change to 9/11?) 2018, October 2, 2018. All meetings will start at 2:30 EST.