



SORA Board Meeting Minutes

September 11, 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** (**Ann D'Alfonso served as proxy for Region 7**) (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

1. Review/edit meeting agenda

New business:

- Draft SepticSmart for SORA ready for review. Mary Clark will present to the Board.
- Joint NSF meeting next week. Steven Berkowitz will describe to the Board.

2. Approval of August Board meeting minutes

Motion to approve August meeting minutes: Ann D'Alfonso

Seconded: Chuck Cousino

Ed Wengrowski Abstained

None opposed

Passes



3. Executive Committee Reports

a. Presidents report: (Mary)

Gaida is only member of EPA decentralized team that will attend the NOWRA/SORA conference. Cathy Allen (Heidi's supervisor) will attend.

Mary Clark will retire from VT next year.

b. Treasurers Report (Amanda)

There are multiple members that are over 90 days past due for payment. Should we apply their payments to 2018 or 2019 if/when they pay. Answer: apply to 2019. What about those that have not replied to our reminders? When should they be removed?

We are working on 2019 membership enrollment process. Some details to work out.

Checking \$7500

Savings \$10000

We are owed almost \$3000

We may want to shop around for a new bank in the future, Wells Fargo isn't that easy to work with.

2018 Budget

2018 Insurance payment was higher than budgeted, because we paid for a full year and we had budget installments.

Motion to approve \$1725 on 9.10.18 for insurance: Amanda Clark

Seconded: Chuck Cousino

None opposed

Passes

We need to shop around for better prices for insurance.



Reviewed 2019 Budget

Credit card processing fees will need to be adjusted higher, since most pay with credit card.

Send any comments/corrections to Amanda, she will make the changes and the Board can review again in October Board meeting.

NESC has not responded to several email requests for their logo. We need to contact them and ask if they're interested in getting it on the webpage.

c. Secretary Report (Jeremy)

50 purged, including OH folks, and Elke (FL).

Tucker Morris (SC) requested a waiver.

Motion to approve membership fee waiver for Tucker Morris: Chuck Cousino

Seconded: Steven Berkowitz

All approved

Passes

James Brough from WY has contacted Chuck. Chuck recommended he apply for a waiver.

4. Standing Committee Reports:

a. Membership (Jeremy)

Need new committee chair, will work on this at conference

Need policies around:

- Nonpayment for states
- Waivers

And a welcome statement to new listserv members

b. Strategic Planning (Mary)



c. Conference Planning (Matt)

Chuck will take over this committee in 2019

Eric will remain on this committee.

We have provided our menu choices to NOWRA conference planning committee.

SORA Meet and Greet costs will be split evenly between all COIs and SORA (all equal shares). NESC may need to be excluded from this since they have not been in contact for a few months.

Cathy and Gaida (EPA) may come to the meeting. We'll ask Cathy if she'd like to say a few words.

5. COI Report (Dick)

We can depend on COIs for around \$300 each for sponsorship of Meet and Greet.

6. Ad hoc Committee Reports:

a. Website (Ann)

\$800 in budget for website development. Ann will talk with web developer to gauge costs re:

Archiving listserv conversations

President's message page

Still need NECS logo

b. Retirees (Ed)

Dave Shepins says he'll join as retiree

How can retirees help? Would like to help with grant applications?

Discussion- could we use retirees to sit on/chair committees that we're having trouble staffing? There is potential there.

NESC created a draft of a data sharing report that SORA provided data for. Jeanne Allen (previously with NESC, now with Presby) reached out and asked if we want to help finalize it. Steven Berkowitz will contact them.



NSF meeting coming up. Steven Berkowitz participating. They will review:

Standard 40

Standard 350

Steven asks if there are any requests of NSF or things he should know as a liaison to them.

Motion to Approve to develop a SORA Septic Smart week proclamation: Mary Clark

Seconded: Ann D'Alfonso

None opposed

Passes

7. Old Business:

a. Review and vote on new SOP 4 on Listserv use (Ann/Chuck)

Chuck and Ann have developed this.

Motion to Accept SOP 4: Amanda Clark

Seconded: Chuck Cousino

None opposed

Passes

8. Action Item Review:

9. Adjourn

Motion to adjourn: Mary Clark

Seconded: Chuck Cousino

Passes

Future Meeting Dates for 2018 (First Tuesday of each month): October 2, next Board meeting, October 22, 2018 (SORA Business Meeting), November 6, 2018, December 4, 2018. All meetings will start at 2:30 P.M. EST.