



SORA Board Meeting Minutes January 2022
 Tue, January 4, 2022 2:30 PM - 3:30 PM (EST)

Board Roll Call:

Region 1: Amanda Clark (CT)	Region 8: Chuck Cousino (CO)
Region 2: Stephen Marshall (NY)	Region 9: Treasurer: Michael Broussard (NM)
Region 3: President Elect: Travis Sterner (MD)	Region 10: Jeremy Simmons (WA)
Region 4: Past President: Chris Edwards (KY)	Tribal: Michael Bolt (NC Cherokee)
Region 5: Mike Mettler (IN)	Canadian Provinces: Derek Smith (Manitoba)
Region 6: Secretary: Matt Pace (OK)	At Large: President: Marcia Degen (VA)
Region 7: Eric Folks (MO)	

Bold=present

Invited Guests: Dick Bachelder (COI Rep.), Sheryl Ervin (COI Rep. back-up), Ann D’Alfonso (website), Dave Cotton (membership), Dale Ladouceur (membership)

Quorum present

1. Review/edit meeting agenda

Motion to approve agenda: Chuck C.; 2nd: Matt P.

2. Approval of meeting minutes

Motion to approve December meeting minutes: Michael Broussard; 2nd: Michael Bolt.

3. Executive Committee Reports

- a. President’s report: (Marcia)

- i. Verify continuation of meeting time for regular Board meetings.

Discussion amongst the board. No dissent to current meeting time/date. Board meetings will continue to be held on the first Tuesday of each month at 2:30 pm Eastern Standard Time.

- ii. Update from EPA Decentralized Wastewater MOU Partnership meeting 12/08/2021

Update contacts (dropped Jeremy, Eric, Matt, and Brandon. New contacts are Amanda Clark, Marcia Degen, Travis Sterner



Next meeting March 16, 2022 from 1-3 EDT

- iii. Goal: Ensure the Regional Reps on the website are up to date.
 - b. Communications: None to report
 - c. Treasurer's Report (Michael Broussard);
 - i. Budget
 - 1. *Current balances: \$24,747 in savings; \$4,826 in checking; and \$5,825 in expenditures.*
 - 2. *Expenditures for the President's travel in 2021 was presented for approval since the 2021 budget was not approved.*

Motion to approve the president's expenditures: Chuck C.; Second: Eric F.; Voice Vote

Motion approved
 - 3. *2022 Budget Presentation*

Motion to approve the 2022 SORA Budget: Amanda C.; Second: Chuck C.; Voice Vote

Motion approved
 - ii. Invoice status

Amanda reported that all invoices for COIs are entered.
 - iii. Switching signatures on bank accounts
 - d. Secretary's Report (Matt);

Added a representative from Jet to the COI listserv; need to make sure all reps are up to date.
4. Standing Committee Reports:
- a. Membership (Dave);

Dave C. mentioned that the MI conference is coming up; also will be scheduling a membership committee meeting
 - b. Conference Planning (Chuck);



Chuck reported that the NOWRA planning committee has not met yet so planning for the SORA conference has not begun.

c. Strategic Planning (Travis)

Travis reported that he has made contact with committee members; three people will be involved and Mary C. is interested in remaining active with the committee; planning to meet at the end of January.

5. COI Report (Dick);

Dick reported that he made contact with 14 COIs to ask about providing financial support to SORA for the 2021 conference; 12 expressed interest and 9 committed to provide assistance; the plan is to get support in the amount of \$2,100.

Dick will also reach out to two companies whose dues are lapsed.

6. Ad hoc Committee Reports:

a. Website (Ann/Jeremy)

No report

b. Retirees (Vacant);

No report

c. Policy (Chuck);

No report

7. Old Business:

a. Update on part time Executive Director

Discussion of the position; Board decided to convene a committee to evaluate the needs of SORA and visit with Eric Casey; bullets and descriptions of some duties will be drafted by Amanda C. and Michael B.; The committee will consist of Marcia D., Chris E., Chuck C., Travis S., Michael B., and Matt P.

b. EPA MOU Goals

Marcia presented the goals for board review; keep state contact list on the EPA website up-to-date; Amanda C. and Jeremy S. to provide original list; regional reps should review members in their region and then SORA to provide to EPA.

c. Moving the checking account, insurance, mailing address:



Tabled for future discussion.

8. New Business: ?

Email notification of form submittal; Chuck C. to visit with Ann about.

9. Action Item Review:

- a. From December: Marcia to set up meeting to coordinate invoicing/membership Marcia, Ann, Michael, Amanda and Dave (Dale Ladouceur) and website. Also include who maintains list of Board members and Board list serve. Status: Doodle sent out.*
- b. From December: Chris to provide summary of duties discussed with potential executive director.*

10. Adjourn

Motion to adjourn: Matt P.; Second: Stephen M.

Meeting adjourned

Meeting Dates for 2022 (First Tuesday of each month): All meetings will start at 2:30 P.M. EST.

January 4	July 5
February 1	August 2
March 1	September 6
April 5	October 4? (Annual Meeting to coincide with National conference)
May 3	November 8 (Election Day)
June 7	December 6