SORA Board Meeting   
Tuesday, December 5, 2023 2:30 PM - 4:00 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.google.com/nse-vmmh-tkv>

Or dial:

United States

Canada (CA) +1 437-781-4585 -- PIN: 616 941 020 6090#

Board Roll Call:

|  |  |
| --- | --- |
| Region 1: Amanda Clark (CT) | Region 9: *Treasurer:* Michael Broussard (NM) |
| **Region 2: Stephen Marshall (NY)** | Region 10: Jeremy Simmons (WA) |
| **Region 3: Past *President*: Travis Sterner (MD)** | Tribal: Vacant |
| **Region 4: Chris Edwards (KY)** | **Canadian Provinces: Derek Smith (Manitoba)** |
| **Region 5: Mike Mettler (IN)** | **At Large*:*  Lance Gregory (VA)** |
| **Region 6: Nicolas Huber (OK)** | Eric Casey: Executive Director |
| Region 7: Eric Folks (MO) | **Secretary: Marcia Degen (Retiree)** |
| ***Region 8: President:* Chuck Cousino (CO)** |  |

Invited Guests: Dick Bachelder/ **Sheryl Ervin (COI Rep.)**, Dave Cotton (membership chair)

1. Approval of meeting agenda: Chris E moved to approve agenda as written. Steve M second
2. Approval of November 7, 2023 meeting minutes: Steve M motioned to approved minutes as submitted; Chris E second

Hold approval of November 14 annual meeting notes till next month

1. Executive Committee Reports
   1. President’s report: (Chuck) Working on agenda and budget.
   2. Treasurer’s Report: (Michael)
      * 1. 2024 Budget proposal; Board approval pending

Chuck reviewed budget proposal. Minor edits

Chris moved to accept with changes. Travis seconded. No discussion. Approved. See attached document. Sent to Michael for alignment with Quikbooks.

* + - 1. Status of closing Wells Fargo account; linking merchants to new account (Michael/Amanda)
      2. Invoice Status:
      3. Current account balances:
      4. Savings: and Checking Totals: $45,037.26
      5. Liabilities: $443.30
      6. Receivables: $4041.92
  1. Secretary’s Report: (Marcia)

1. November 14 minutes sent out, hold approval for next month
2. Working to set up meeting with Jeremy to work on listserv responsibilities; coordinate with Michael
   1. Executive Director’s Report (Eric C.): No Report. Eric at EPA MOU Partnership signing.
      1. Website updates
      2. Workforce grant update
      3. Other
3. Standing Committee Reports: No reports.
   1. Membership (Dave/Eric C.);
      1. Online application status
      2. Share privileges for Google docs; Status?
      3. Edits to draft “membership page”
   2. Conference Planning (Eric C. Jeremy);
      1. Status of COI billing for Tuesday event; Amount determined?
   3. Strategic Planning (Travis): Nothing new to report.
4. COI Report (Dick/Sheryl)
   1. Invoice balances; status of billing/payments

Last balance sheet showed 2 outstanding payments for the 2022 reception. Three COIs that didn’t pay dues for 2023. Sheryl is working with the 3 – there has been some issues with proper emails and crediting. One thought they had paid. Sheryl is reaching out and working with Michael.

* 1. For 2023: Last month discussed figuring out how much had been spent on 2022 reception and see if SORA took in more than it cost (hotel gave us a break on it). We should apply any excess to 2023, then figure out costs and a voluntary payment. Wait till we get the numbers from Michael to move forward.
  2. Dick is hoping to be a more active participant soon.

1. Ad hoc Committee Reports:
   1. Website (Eric C.): No report
   2. Newsletter (Eric C., Michael B., Mike M.): No change.
   3. Policy (Chuck):
      1. Policy and By-law updates provided to Eric C. for website posting
2. Old Business:
   1. Discussion of product reviews. (Eric F., Michael) – No report
      1. Michael to develop proposal
      2. Outreach to COIs to see what would be helpful
   2. EPA Decentralized MOU signing; Dec. 5 – 6 (Eric C. attending for SORA)
   3. NEHA monthly magazine; (Eric C.) No report.
   4. Status on tribal rep interest – Nick reported that he has contacted some tribal groups and they are interested in joining SORA and fielding a rep for the Tribal category.
3. New Business:
   1. Listserv limited access website location (Eric C.)
   2. SORA member voting rights; one per state (Chuck)

This question came up in regards to a new member joining. States vote mainly for the regional rep. Each state only gets one vote. SORA needs to track who holds that one vote.

* + 1. New Member: Arizona. AZ DEQ contact; Linnet Lopez
  1. Lance asked if there was an adhoc committee on financing of onsite systems. Suggestion to tie into newsletter. Chuck asked Lance to develop some thoughts on what we might be able to do.

Action Items:

* + Should our first meeting of 2024 be Jan. 2 (first Tuesday)? Chuck will poll members to see.
  + Michael – need the balance for the 2022 SORA reception to see what we actually paid for and how much the COIs contributed. If any is left over, that is to be applied to 2023 before the voluntary split is calculated.
  + Michael to check budget and make sure all costs are valid.
  + Lance to put together a few thoughts on a financing subcommittee or other SORA effort on the topic.
  + Marcia to follow up with Jeremy and Michael on listserv maintenance.

1. Adjourn –

**Meeting Dates for 2024 (First Tuesday of each month):** All meetings will start at 2:30 P.M. EST.

|  |  |
| --- | --- |
| January 2 | July 2 |
| February 6 | August 6 |
| March 5 | September 3 |
| April 2 | October 1 |
| May 7 | November 5 |
| June 4 | December 3 |

