SORA Board Meeting (minutes)  
Tuesday, October 3, 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:**

**RED names in attendance**

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

Invited Guests: Dick Bachelder (COI Rep.), Sheryl Ervin (COI Rep. back-up), Dave Cotton (membership)

1. Approval of meeting agenda: Chuck C/ Steve M - approved
2. Approval of meeting minutes
   1. September 5, 2023 Steve M/ Chuck C - approved
3. Executive Committee Reports
   1. President’s report: (Travis)
   2. Treasurer’s Report: (Michael)
      1. Status of moving funds to new bank
         1. Michael/Travis/Chuck
      2. Invoice status:
         1. Invoicing/ Invoice Details
            1. ~~2022 invoices deleted~~
            2. ~~COI Invoices~~
            3. ~~State/ Other invoices~~
         2. Payments
      3. Current:
         1. Savings:
         2. Checking:
         3. Receivables
   3. Secretary’s Report:
      1. Vacant, NR
   4. Executive Director’s Report (Eric C):
      1. Website/ information to board Email 2 items up to $150 Chuck C/ Chris E Moved
      2. Septic Smart week - Report to EPA
4. Standing Committee Reports:
   1. Membership (Dave);
   2. Conference Planning (Chuck/Eric);
      1. Hotel information
   3. Strategic Planning (Travis):
5. COI Report (Sheryl)
   1. Outstanding invoice update
6. Ad hoc Committee Reports:
   1. Website (Eric):
   2. Retirees (Vacant):
   3. Policy (Chuck):
7. Old Business:
   1. Mid year COI join date and membership fee Chuck to finalize
   2. Newsletter(Eric C, Michael Broussard and Mike Mettler) ([lornawithrow@dhhs.nc.gov](mailto:lornawithrow@dhhs.nc.gov) interested in newsletter)
   3. Discussion of product reviews.
      1. Eric Folks and Michael Broussard members
      2. Michael to develop proposal
      3. Outreach to COIs to see what would be helpful
   4. Payment process/SOP
   5. Remote annual business meeting (Chuck) Finalize the agenda
   6. EPA Decentralized MOU
      1. December 5-6, 2023 (Signing event)
   7. NEHA monthly magazine - costs, benefit
   8. Membership renewal/ new members process, listserv
      1. Vermont General discussion with secretary taking a more critical roll.
8. New Business:
   1. Non-Voting affiliate Member Listserve posting discussion (read only) the affiliate should contact a member to post
   2. Listserv limited access website location (Eric C.) Michael B/ Jeremy/ Nicholas to work out a system for updating
   3. Vermont, and other new members (Eric C, Michael B, Dave C)
   4. Bylaw edit 4.3 (Chuck C) Modification of 4.1, Chuck C/ Michael B - moved
9. Action Items:
10. Adjourn –

**Meeting Dates for 2023 (First Tuesday of each month):** All meetings will start at 2:30 P.M. EST.

|  |  |
| --- | --- |
| January 3 | July 5 |
| February 7 | August 1 |
| March 7 | September 5 |
| April 4 | October 3 |
| May 2 | November 7 (online annual meeting 11/14 - 12:30 – 4 pm EST) |
| June 6 | December 5 |