

## MEMORANDUM

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**FROM:**  
Melissa Fahy 359-1596 [sdaep@yahoo.com](mailto:sdaep@yahoo.com)

### SDAEP Board Meeting Conference Call May 24, 2018 Meeting Minutes

**Called to order** at 10:37 am CT by President Gary Haag. Board members present were Linda Watts, Stevie Holmes, and Brett Schutte. Melissa Fahy was also present.

#### **Review/Approve Minutes from previous meeting:**

A motion was made by Brett Schutte to approve the April 26, 2018 board meeting minutes without corrections. A second was made by Stevie Holmes. Motion was passed.

#### **Financial Report:**

Linda presented the financial report as follows:

Main Checking: \$13,168.59  
GW Conference Checking: \$165.75  
Savings: \$808.65  
CD: \$10,540.67  
Total: \$24,683.66

A motion was made by Stevie Holmes to approve the Financial Report. A second was made by Brett Schutte. Motion passed.

#### **2019 HAZWOPER Course Planning:**

Melissa came up with some tentative dates for the 2019 8 Hr Refresher courses. If we stick with the same schedule as in the past, Sioux Falls course could be held on Feb 20 & 21 or the following week on Feb 27 & 28. Locations for the Sioux Falls courses were discussed and the cheapest option would be the wastewater treatment plant. Melissa will contact them after the dates are finalized. Dates for the Lead and Rapid City course could be on March 7 and 8, or after the groundwater conference. The course in Pierre is already scheduled for Monday March 11, with the GW Conference on March 12-13. The board agreed to utilize Shawn as the course instructor. Melissa will touch base with Shawn to confirm exact dates.

#### **Newsletter/Membership/Website update:**

Melissa is currently working on the next Newsletter which will go out before the June board meeting. She will also work on updates to the website – adding new board minutes, adding the 2019 8 Hr Refresher Course dates, and adding news articles. When Melissa sends out the newsletter, she will again ask for advertisements from the membership.

**Other Business:**

There was no other business to discuss.

**Next Meeting:**

Next Board Meeting was to be on Thurs. June 28 at 10:30 am CT/9:30 am MT, but per email discussion with the board, the June meeting was skipped. The next board meeting was schedule via email with the Board for Thurs. July 26, 2018 at 10:30 am CT/9:30 am MT.

A motion was made by Brett Schutte at 10:52 am to adjourn the meeting, with a second by Stevie Holmes. Motion passed.

Submitted by,  
Melissa Fahy  
SDAEP Association Manager