



**LSRPA Board of Trustees Meeting Minutes**  
**October 19, 2023 – 2:00 – 4:00 pm**  
**via Zoom Meeting**

<b>ATTENDANCE:</b>	
<b>BOT</b>	C. Baker, W. Call, C. Dailey, B. Gray, K. Haduch, R. Hollender, M. Lindhardt, M. Poland, A. Robins, A. Saltzman, J. Scagnelli, S. Ward; <b>Not Present:</b> D. Morris Note: C. Dailey is absent for voting on Policy 2019-03, but present for other votes
<b>LSRPA Staff</b>	J. Brogle, B. Entin, D. Sweeney
<b>Others:</b>	J. Oberer, A. Attenborough, R. Tadas

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION ITEMS</b>
<b>GOVERNANCE COMMITTEE – J. Oberer, R. Tadas</b>	<ul style="list-style-type: none"> <li>• Proposed revisions to Nominations Policy (No. 2019-03), pertaining to further clarifying the responsibilities of the Nominating Committee               <ul style="list-style-type: none"> <li>• Motion to approve (with proposed edit) made by R. Hollender, seconded by S. Ward. Vote passes unanimously.</li> </ul> </li> <li>• Proposed procedure for Annual Membership Meetings and Voting               <ul style="list-style-type: none"> <li>• Motion to approve (with proposed edits) made by M. Lindhardt, seconded by C. Dailey. Vote passes unanimously.</li> </ul> </li> <li>• Proposed procedure to Identify and Collect Proxy Votes for BOT meetings               <ul style="list-style-type: none"> <li>• Motion to approve made by C. Baker, seconded by R. Hollender. Vote passes unanimously.</li> </ul> </li> <li>• Governance Committee is also reviewing a policy on conflict of interest and a policy to periodically review the by-laws.</li> </ul>	MP to distribute the revised Policy to Nominating Committee and to A. Lazo to post on the website; The procedures will also be distributed for posting on the website
<b>NOMINATING COMMITTEE – A. Attenborough, R. Tadas</b>	<ul style="list-style-type: none"> <li>• Presentation of Nominating Process and Slate               <ul style="list-style-type: none"> <li>• 13 applications received for 7 slots</li> <li>• Nominating Committee used the matrix and a ranking system to narrow down the Slate.</li> <li>• Discuss the nominating process and if the BOT should receive the full list of candidates</li> </ul> </li> </ul>	
<b>OPEN DISCUSSION ON THE SLATE AND VOTING</b>	<ul style="list-style-type: none"> <li>• B. Call makes an executive decision to table the vote on the Slate until the next BOT meeting.</li> </ul>	



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<b>EXECUTIVE DIRECTOR'S REPORT – J. Brogle</b>	<ul style="list-style-type: none"> <li>• Finance Committee members are being inserted into revenue-generating committees</li> <li>• Finance Committee and M. Leone have reviewed the annual sponsoring package and will be providing recommended changes.</li> <li>• Allocation of costs going to Foundation. J. Brogle met with J. Postorino and Finance Committee. Working on a proposal on going over how to allocate the costs</li> <li>• Creating new Marketing Committee (with A. Saltzman as chair and S. Ward as co-chair). Committees should be formed by Resolution - to be presented at next BOT meeting.</li> <li>• Conference Committee is working on a 2024 conference budget, to be presented to the BOT by December meeting.</li> <li>• Licensing fees may be raised for LSRPs. Looking at options to reduce fees.</li> <li>• Stakeholder meeting with NJDEP. Follow-up to RPII progress and next steps. Coalition meeting after DEP stakeholder meeting to assess how the meeting went and next steps.</li> </ul>	
<b>COMMITTEES NOT REPORTING</b>	Aspiring Professionals, College Outreach, Communications, Conference, Contaminants of Emerging Concern, Continuing Education, DE&I, Finance, Fundraising, Legal and Legislative, Membership, Regulatory Outreach, Risk Management & Loss Prevention, and Sounding Board.	
<b>NEXT BOT MEETING</b>	November 16, 2023 via Teams	
<b>SCHEDULED STEERING COMMITTEE MEETING DATES</b>	December 21, 2023, via Teams	

Respectfully Submitted,

Michael Poland, LSRP Secretary