

**Virginia Recycling Association
Board of Directors Meeting**

Meeting Minutes

September 26, 2006
Piedmont Regional EPA
Glen Allen, VA

PRESENT - Officers:

Steve Coe
Toby Edwards
Kate Sicola
Christine McCoy
Ron Vance
Ken Mogul
Steve Heinitz

ABSENT - Officers:

Georgiana Ball

PRESENT - Members:

Chip Goyette

PRESENT – Others:

Erica Trout- Administrative Assistant

The meeting was called to order at 1:05 p.m. A quorum was determined to be in effect with 6 members present.

Changes to the agenda

Toby Edwards had several changes to the agenda. He would like to add Kelley Hope's resignation letter, an update to the Oak Hill Foundation grant proposal and _____ to the agenda. Kate Sicola moved to accept the changes. Ron Vance seconded the motion.

Kelley Hope's Resignation Letter

Toby Edwards read Kelley Hope's resignation letter aloud. She has served on the board since 2002 but she would like to devote more time to her current job at Central Virginia Waste Management Authority and to her family. She will no longer serve as editor of the VRA's electronic newsletter, however she would like to continue to be the state representative for the America Recycles campaign. Steve Heinitz made a motion to accept Kelley's resignation letter. Ron Vance seconded the motion.

Anita Grayson's Appointment

Anita Grayson was introduced by Christine McCoy. Anita has been a long standing VRA member and would like to be considered as a new board member. Anita described SP Recycling as a company with 26 divisions in the southeast. She has managed 3 divisions. She has been involved in the Maryland Recycling Association. Anita worked for her family's waste business for several years before joining SP Recycling. Christine McCoy moved to accept Anita Grayson's nomination to the board with an amendment to the bylaws to include language that allows board members to live outside of the state of Virginia if their predominant business takes place in the state of Virginia. Kate Sicola seconded the motion. Motion unanimously passed.

Membership Report

Erica Trout gave the membership report. Current number of members is 116, up from 99 last year. The number of large business memberships has risen since last year, however the number of small business memberships has decreased- probably because of the conference being pushed back and exhibitors not renewing their memberships. The total revenue from memberships is up almost \$2,000 for the year. Christine McCoy was surprised that there is only one trade association. Steve Heinitz asked if each board member should reach out to colleagues on a local level to see if we can raise memberships. There was agreement that Erica should email out the membership list to the entire board so that phone calls can be made to increase memberships. Toby Edwards commented that he has reached out to the Regional Litter Committee in southwest Virginia to get the word out for people to join the VRA.

Toby Edwards raised the question of offering Continuing Education Credits (CEUs) because it would attract individuals working in the solid waste industry who need these credits. The Virginia Solid Waste Association held a conference in Bristol and many Solid Waste Directors still need one more credit for this year. Kate Sicola, who is a member of SWANA, said that SWANA does offer CEUs and SWANA may want to hold two sessions at the VRA conference so that we can offer CEUs to VRA members.

Treasurer's Report

Steve Heinitz provided a statement of deposits and credits for the VRA. The members reviewed the statement. Toby Edwards noted that the VRA does not really have income because whatever income comes in for the conference is used for the conference and wanted to know if it affects the VRA's tax status. Erica Trout said that because of the VRA's non-profit status, the organization does not file taxes with the IRS, rather they file a report with the Department of Agriculture, and the VRA does not pay taxes.

Steve Heinitz reported that he and Kelley Hope will be taking a trip to the bank to have check signing authority transferred to Toby Edwards. Toby asked Kate Sicola if she would like to have check signing authority as well. Kate said that was fine for her to have check signing authority. Steve Heinitz motioned for Kate Sicola to be added to the list of people who were authorized to sign checks for the VRA. Ron Vance seconded and the motion passed.

Membership Meeting Report

Kate Sicola reported that we are in good shape for the November 6th meeting of the membership that will take place in Charlottesville. She confirmed with Erica that a contract had been signed for the hotel and lunch, and Erica confirmed that everything was set. Kate said that there will be opening remarks from Toby who would also introduce Ed Clark. There would be a membership report and a treasurer's report. Then we would have lunch and have the strategic planning session. Ron Vance reported that he would be working on the strategic planning in a week and if he had any questions, he would use email to communicate to the board. Kate Sicola asked that everyone have materials for the meeting ready by October 20th.

2007 Conference Report

Kate Sicola reported that the conference committee would be traveling to the Woodlands Hotel and Suites the next day in order to tour the facility and plan the conference. This would especially be helpful with coordinating the exhibit hall. Kate asked that board members be thinking of possible themes for the conference. Ideas include historical, the greater role of recycling in the commonwealth, recycling is a real part of the economy, the importance of conservation in the commonwealth.

Christine McCoy asked if we should have an application that people can submit if they would like to speak at the conference. The board agreed this would be a good idea. Christine made a motion to research a scholarship fund that would go towards paying for members to attend the conference. The scholarship would be enough to pay for a few member's registration, hotel and travel expenses. Kate Sicola seconded.

Construction & Demolition Committee

Ken Mogul reported that there were 13 people in attendance at the last C&D meeting. Mary Hunt from EPA Region III attended the meeting to hear members discuss the issue of the state of Virginia issuing a 5% recycling credit for construction projects. A new EPA report in draft form states that 59% of waste is construction waste. SB Cox has 1,000 dumpsters in the Richmond area and their recycling rate is 2%. Virginia is behind the national curve and the subcommittee is working on getting C & D counted into the waste stream. Recycling construction material breaks down to recycling the same materials as in the MSW programs- glass, metal, card board. The subcommittee will hold two more meetings this year. Ken would like to work with John Snarr to add C & D information to the website.

Recycling License Plates

License plates could potentially be a nice source of income at a \$15 per plate kick back to the sponsoring organization. Ken Mogul suggests that the VRA hold a contest for the design of the plates. He will come up with a flyer to have ready at the November 6th meeting in Charlottesville.

Executive Director's Grant

Toby Edwards reported that The Oak Hill Foundation grant was not accepted because the ED position was too broad to provide such a large fund. Christine McCoy suggested that the VRA take the same idea to other foundations.

Other Business**Brochure Design Approval**

Erica Trout passed around the final proof of the membership brochure and asked for anyone to return comments to her by October 10th. The board approved for her to print 500 brochures for \$435.00.

JLARC Study

Christine McCoy presented the idea of proposing a JLARC study to reveal how much recycling contributes to the state's economy. After much discussion about how the process works, Christine McCoy and Kate Sicola agreed to report back with more information on the process of getting a study through JLARC.

Adjournment

The meeting was adjourned at 3:37.