

## **Virginia Recycling Association Board Meeting**

*January 23, 2002*

*9 a.m. - 10 a.m.*

### **Attendees:**

Dori Brown, City of Newport News  
Mike Benedetto, Tidewater Fibre Corporation  
Jennifer DeLong, City of Alexandria  
Mark Worten, Canusa Corporation  
Georgiana Ball, Virginia Department of General Services  
Steve Coe, Virginia Department of Environmental Quality

### **Meeting Minutes from December 4, 2002**

The minutes from the last board meeting, conducted by conference call on December 4, were approved as read by the board.

### **2001 Budget**

The 2001 final budget was presented by Mark Worten. The operating budget was increased due to a decrease in expenditures. Bank statements matched income and expenditures on the balance sheets. The SAIC contract is paid in full for 2001.

### **VRA Staff Support**

Mark Worten reported that he and Benji Brackman interviewed candidates for the position of part-time staff support for the VRA. Mark is looking into some legal issues associated with hiring a part-time employee.

### **VRA Board Elections**

Dori Brown reported that ballots will be mailed to the membership after the membership list is updated. Seven vacancies are available, and eight members are seeking election to fill the vacancies. Mark is working with Lesa Osteen and Diane Dodd to organize the mailing list, prepare the ballot, and send it out. The deadline for mailing the ballots to the membership is February 15, with returns expected by early March. Once the 2002 board is elected, the slate of officer positions will be voted on by the board.

### **Committee Reports**

#### **A. Membership**

When the new board is elected, VRA will need to appoint a Membership chair to head up a committee and recruit new members.

#### **B. Communications**

Diane is coordinating with Lesa to complete the VRA newsletter and mail it out. John Snarr continues to update the Web site and the list serve. The website server, Earthsystems, has undergone internal changes resulting in improved access to the VRA listserves. Board members discussed the necessity of ensuring that posts to the list serve receive some responses from the membership.

#### C. By-laws

Mark has received comments on recommended revisions to the by-laws and intends to update it and mail it out to the membership (not sure if it was to the membership or to the board only. You could either ask Mark for clarification or write the sentence to read it will be mailed out for comment) for comment.

#### D. Policy

Denny Clark is interested in assisting with the Policy Committee. No chair has been identified and no action has been taken to establish it yet.

#### E. Fundraising

No action.

#### F. Bottle Bill

No Action

#### G. Education

No action. Mike Benedetto and Jennifer DeLong intend to develop a grant request to EPA Region 3 to apply for assistance in developing the educational video.

### **Other Business**

Jennifer DeLong reported that she is the VRA's representative to the National Recycling Coalition's Planning Committee for the 2003 Annual Congress, to be held in Baltimore on September 14-17, 2003. The Committee is seeking volunteers to help provide staff support in the conference. Volunteers will be rewarded with discounted or free registrations, depending on hours of volunteer service. Interested persons should contact Jennifer for more information.

Jennifer DeLong is planning to develop a forum to share best practices and planning tools for America Recycles Day. She has agreed to oversee this committee in 2002.

Georgiana Ball suggested that VRA host a booth at the Environment Virginia meeting in April. She also inquired about the board's interest in sponsoring MACREDO's "E-Cycle" program. The board expressed interest in doing so.

Jennifer DeLong mentioned that the Maryland Recycler's Coalition annual meeting will be held on May 30-31, 2002 in Baltimore. They are interested in once again exchanging a free registration between each state association's annual conference. VRA is planning to coordinate an annual conference in late October and once dates are confirmed, this option can be pursued.

### **Next Meeting Date**

Wednesday, March 20, 2002

Location: Central Virginia Waste Management Authority; Richmond, VA

Time: 10am - 2pm

Board minutes submitted by Jennifer DeLong.