

Oklahoma Recycling Association (OKRA)

Board Meeting Minutes

July 18, 2013 11:00 a.m. –1:00 p.m.

Online via Fuze Meeting

I. Welcome –Traci Phillips

Roll Call – Sara Ivey

In attendance: Traci Phillips, Sara Ivey, Ilda Hershey, Michael Patton, Christine Allison, Diana Askins, Chris Knight, Garmon Smith, and Lynn Malley. A guest in attendance was Amanda Marcott Thottunkal.

II. Approval of Minutes – Sara Ivey, Secretary

Diana Askins motioned to approve
Chris Knight seconded
Motion passed

Traci welcomed Christine Allison from Oklahoma Manufacturing Alliance to the board and welcomed the partnership and value she will bring to OKRA.

III. Committee Reports

A. Membership Committee – Ilda Hershey, Chairman

- a. We have 72 members right now. 37 regular members, 19 non-profit members, 5 corporate members at the \$100 level, 5 corporate members at the \$250 level, 3 corporate members at the \$500 level. Compared to the end of the year last year. 93 members. Still have a way to go to increase membership. Need to get in contact with OEMA, they have been a big supporter of multiple OKRA initiatives in the past. Traci will contact David Griesel about OEMA membership.

B. Finance – Michael Patton, Treasurer

- a. Treasurer's Report

Michael said yahoo is changing email, and he had problems sending out the report. But Sara sent it out this morning, sorry for the late notice. Ponca City will have a \$50.00 credit because they overpaid.

One new member is the Arkansas Recycling Coalition. Perhaps being reciprocal members would be beneficial for both groups. Lynn Malley is considering attending their conference this year, September 23-25 in Eureka Springs. Michael and Ilda said it is usually a good event.

Michael motioned for OKRA to join the Arkansas Recycling Coalition at a yearly rate of \$125.00.
Ilda seconded.
Motion passed

For the eight week period ending July 18, 2013, income was \$650.00 and expenses were \$280.44 for an increase of \$369.56. Our current balance is \$20,307.06, with \$14,362.00 in Bank of America and \$5,945.06 in PayPal. Income was from memberships. The expenses were for website work, survey monkey annual fees, and postage.

Ilda said that Ellen wanted to know if we have an outstanding balance with Coasterworks from December 2011. Michael has been in contact with them and they are trying to determine if we have paid or not. They will contact Michael if they determine we do have an outstanding balance.

IV. Work Groups

A. Advocacy – Brian Figgins, Chair

After visiting the OKRA website and seeing that the Advocacy chair position was open, Amanda sent a request to OKRA to volunteer for the Advocacy Chair. Amanda recently graduated from OU with a Masters in Public Administration. She is currently job searching and has been doing freelance writing on environmental topics. Amanda has some limited legislation experience and said she would be happy to volunteer for this position on behalf of OKRA. Amanda is located in Norman.

Traci said she appreciated Amanda joining us today and said the executive committee would need to meet and vote on her chairing the advocacy committee. Traci asked Amanda for a copy of her résumé for the Board to review. Amanda will send it to Traci.

B. Education –

Green School Recognition- Chris Knight said he was not at the last meeting and needs to get with Garmon for the Roth presentation. Garmon said he will contact Chris next week so they can work out the logistics for the Roth presentation. Traci said she could possibly deliver the big check if that would help. Chris has the Tulsa check and Sara has the OKC check.

Traci asked if we want to do another recommendation for a school or wait until September since we have not made the current presentation for the current school. The consensus was to wait until September.

PSA Contest - Chris Knight has the information he needs for the PSA contest and he is in the process of working on it and getting it out. Chris wondered what the timeline was since we did not send out information before school let out. Last year we wrapped up at the end of October, with results announced for America Recycles Day. Everyone likes making the announcement on America Recycles Day (Nov. 15th) If we get the announcement out right as school starts, with reminders periodically, that would give schools 60+ days. Chris will get everything ready for an announcement to go out mid-August with forms ready by September 1st. Traci said we need to make sure we make the announcement gets sent out on Facebook, the listserv, etc.

Traci has contacted Google (Pryor) to see if the OKRA PSA contest is something they would be interested in being involved with in any capacity. She is waiting to hear back.

C. Market Development - Kristi Shreve, Chair

Kristi was not present, no report was submitted.

D. Materials Exchange – Michael Patton

Michael said the RENEW site, Resource Exchange for Eliminating Waste, <http://www.zerowastenetwork.org/renewdev/> includes the five EPA Region 6 states (Arkansas, New Mexico, Oklahoma, Louisiana and Texas) and is coordinated by Texas. The site is functioning but no one from Oklahoma is currently participating. Micheal said all the links worked and he successfully contacted people trying to sell items and looking for items. So, all the features of the site are working. Micheal said OKRA needs to help promote it, perhaps by targeting specific business that might have an interest. Ilda agreed that the framework is in place and we

just need to promote it. Christine Allison said she would be happy to send out information to her contact lists with the Oklahoma Manufacturing Alliance. Ilda said there is a blurb on our website about the exchange. Michael will send more information to Christine. Traci said this is a valuable tool if people use it. Michael said the majority of exchanges seem to be for chemicals but there are many solids available as well. Ilda asked if there is a way to sort to see how much participation is from Oklahoma. Michael said you can click on each entry and see the source, but there is not really a sort function. Michael also noted that the DEQ link is not functional. Sara will make sure it gets updated.

E. Communication/Outreach

1. Facebook –Different people have been posting, and there has been regular activity.
2. Website – Ilda Hershey – Emma our webmaster has finished the plug-in calendar and you can now go online to add events to the calendar. Ilda is looking for volunteers from the Board or council to approve events when they get posted, anyone willing to do approvals please contact Ilda. The Events page has been updated with some info about the upcoming conference and has posted all the past programs as well.
3. Newsletter – Ilda emailed Trudi to see what the status of the newsletter is. Ilda said she thought it was just about finished at the end of June. Hopefully it will be out soon.
4. E-Mail Inquiries – Ilda Hershey – There have been 6 inquiries since our last meeting.
5. 2013 Conference – Ilda Hershey –
 - Early sponsors – there have been several past sponsors who have already committed to sponsoring this year’s conference again. Ilda said she would like to contact all of last year’s sponsors to see if they are willing to sponsor again, and find new sponsors as well.
 - Ilda reminded everyone that a new company will be handling registration this year. Last year we went live with the registration information kind of late, Ilda is shooting for mid-August this year.
 - Ilda sent out the draft conference agenda (see attached).
 - Ellen has agreed to be emcee again.
 - Ilda said we need to make sure Michael and Jerry’s talk are going to be different enough. Michael said he could do his presentation on “Today in Oklahoma Recycling” and he will update his PowerPoint. Michael said he can do his part in 20 minutes, and then Jerry Powell can have an hour.
 - Jerry Powell has a 3-part talk that looks at past, present and future of municipal waste recycling in the US with a focus on upcoming issues and trends of importance in materials recovery.
 - There will be a Business Track and a Municipal Track. For the Business Track, several speakers have been identified and others are being contacted. Corey Williams has great contacts and could be a good moderator also. Michael suggested contacting Robert Pickens for potential businesses that would be good to highlight. For the Municipal Track there are several possibilities including the City of Stillwater. Michael said perhaps the City of Edmond because they have had many setbacks over the years and could describe their experiences.
 - Ilda said there was also a desire for more rural area programs (drop-off and curbside for non-metro areas), and Ada, Perkins and Okmulgee were suggestions. Michael said Pepsi is doing a pilot program at the Come and Go Stations (12 in the Tulsa area). They have put recycling bins by the pumps and Pepsi is doing the pickup. He would have some good information about how it is going so far.

- Lunch - Ilda said it seems like it has taken about 30 minutes for people to get through the buffet. Then allow a little time for eating before Stan Slaughter comes on, and he will sing for about 45 minutes.
- Ilda said the initial plan was to do a one-hour Q&A at the end. But the committee felt the Tulsa MRF program was something that OKRA needed to hear about, and the committee suggested adding this talk to the program. Michael said there are issues with the MRF program, but it is still a good story and Tom Hill is a good speaker.
- Ilda said the expert panel will still occur towards the end of the day, but the time has been shortened. Michael said the Expert Panel seems thrown in at the end. Perhaps there needs to be some question choreography done in advance so that it runs smoother and doesn't feel disjointed at the end. Diana suggested asking the audience for questions for the panel throughout the day so we can get some questions before the panel starts. Ilda said we did that last year with index cards, but perhaps we need to do a better job of letting everyone know they are there and what they are for. Ilda asked if there are too many "experts" on the panel, and the consensus was perhaps fewer experts would be better. Traci suggested that we let the audience know ahead of time what each person is an expert on so they can tailor their questions accordingly.
- Stan Slaughter will do an optional workshop on "Best Practices on Composting Education" (how to get the word out, educate people and make it entertaining) at the end, and anyone who is interested in staying is welcome. Michael didn't think there would be great interest in a workshop like that from the majority of OKRA Conference attendees. He suggested that perhaps we can send announcements to OSU students and faculty who might be interested in attending the workshop – they could come to this portion for free. Ilda said she can get the word out at OSU about this free opportunity for students or faculty.
- The conference committee will meet again before the end of the month.

V. Old Business

- A. Bylaw Revisions – Garmon has not had a chance to work on this any further. Everyone agrees the bylaws are in need of an update.
- B. 501(c)(3) status – Michael said he has all the information ready to send. He has not consulted with a CPA on filing on our behalf. Michael and Traci will work on getting at least 3 quotes and report back to the committee.

VI. New Business

None

Ellen will take over secretary duties for Sara while she is out on maternity leave.

Michael said the National Recycling Coalition's Annual Conference will be in Louisville August 27-28, 2013. Michael and Chris Knight are both attending.

VII. Set next meeting date, location & time – The next meeting will be held on Friday, September 13, 2013 from 11:00 am -1:00 pm. at the MET in Tulsa. Michael will buy pizza. Fuzebox will be an option for anyone that cannot attend in person.

VIII. Adjournment

Meeting adjourned at 12:41pm