

OALPRP Board Retreat & Meeting

January 21-22, 2016

Ohio University Inn, Athens, Ohio

President: Lisa Beursken; Vice-President: Kathleen Rocco; Secretary: Amanda Gamby; Treasurer: Cindy Bach; Past President: Susan Helterbran; Board Members: Bill Wilk; Krista Fourman; Chris Hoffman; Steve Schlather; Sue Bennett; Wanda Schaad; Kristopher Kusmirek; & Liaison: Christopher Germain

Excused: Jennifer Calvert & Angela Carbetta

Members introduced themselves and participated in a team building activity.

Lisa passed around the 2016 Board Member Directory.

Bylaw Discussion: Lisa read through the bylaws and mission statement. Board member and committee responsibilities were reviewed as well.

Board Meeting called to order by Lisa Beursken at 11:30am

Newly elected and those re-elected as members and Officers were sworn in as official OALPRP Board Members.

Steve made a motion to recess for lunch. Second by Kris. Motion passed.

Lisa Beursken called the meeting back to order at 1pm.

Amanda made a motion to enter into Executive Session to discuss the appointment of committee chairs. Second by Kathleen.

Executive Board Meeting

Location: Embassy Suites, Dublin, OH

January 21, 2016

Officers Present: President: Lisa Beursken; Vice-President: Kathleen Rocco; Secretary: Amanda Gamby; Treasurer: Cindy Bach; Past President: Susan Helterbran

Called to order by Lisa at 1:15pm

Executive Board Members met briefly to discuss the Committee Chairperson assignments. The new Committee Chairs were assigned for 2016.

Left Executive Session at 1:20pm

The 2016 Committee Chairs were announced to the Board and are listed below:

Conference Committee Chair: Cindy Bach

Membership Committee Chair: Chris Hoffman

Scholarship Committee Chair: Steve Schlather

Nomination Committee Chair: Wanda Schaad

Website Committee Chair: Amanda Gamby

Finance Committee Chair: Krista Fourman

Steve made a motion to suspend the Board Meeting. Second by Kathleen. Motion passed.

The Board Meeting was suspended @ 1:20pm and will reconvene later in the day.

Zero Waste: Angela was absent and called in with the information she has gathered so far. The decision was made for her to present at the next meeting.

Membership Retention vs. Recruitment: The group would like to switch focus from membership recruitment to membership retention. Ideas for providing additional benefits to existing members were discussed. One suggestion is to host additional workshops/speakers throughout the year. Group would like to survey the membership to determine what some of these wants/needs are. Would like to explore the possibility of quarterly events or partnering with local SWMDs to sponsor smaller events and encourage members to attend.

Website: Kathleen suggested that it may be time to update the website since it has been 5 years since the site was last updated. She also recommended that something other than Flickr be used for photos. Amanda will ask Jaime (EriePro) for suggestions and a quote.

Strategic Planning Information: The Board was divided into groups to work on a strategic planning assignment. Additional information and worksheets have been filed with the Secretary's report. One idea to come from this planning session centered on the C.R. Meyers Scholarship. The Board would like to follow up with past recipients to do a "where are they now" feature to share with the membership. Steve will look through the scholarship files and make a contact list.

Survey: Lisa has access to Survey Monkey and would like to develop a survey to gauge the membership. She would like comments from the strategic planning session to be included. Lisa listed potential questions and asked for additional input from Board Members. Lisa will create a mock survey and send to board members for their review.

Membership Benefits: The Board held a discussion on additional events and sponsorship possibilities. The group would like to explore the possibility of partnering with solid waste management districts to assist with their local events (i.e. sponsoring, recruiting attendees, opening up to membership). A line item in the budget does not currently exist for this so further discussion and possible action will be delayed until the board meeting is reconvened. Kathleen will write up guidelines with input from Chris.

Lisa Beursken reconvened the Board Meeting at 3:45pm.

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Secretary Report: Minutes from the November Board Meeting were emailed prior to and distributed during this meeting. Chris made a motion to accept the Minutes. Second from Steve. Motion passed. Amanda reported that the 2016 membership forms have been updated and will be emailed next week. The forms will also be updated on the website. Susan made a motion to keep membership dues at \$75 per agency. Second by Steve. Motion passed. Cindy reminded Amanda that a letter will need to be submitted if the WC Solid Waste Management District intends to request the stipend for 2015.

Treasurer Report: Cindy presented the end of the year budget. End of year carry over was \$9,091.76, but this does not account for the \$1000 sponsorship of the Future City event. Steve made a motion to accept the end of year report as submitted. Second from Bill. Motion passed. Cindy presented the proposal for the 2016 Budget. Steve moved to amend the budget to add a line item "Sponsorships" under Discretionary spending (\$1000). Second by Chris. Motion passed. Since Cindy has changed positions and is now part-time, much of her work as Treasurer will be completed on her own time. She asked if she can still request the \$1000 stipend for her expenses. The Board would like to seek legal counsel on how to proceed before making a decision. A discussion was also held on whether or not mileage should be reimbursed for those who are participating on their own time (example: Honorary Members). Several offered to gather information from other non-profit boards to determine a plan for handling this type of situation.

2016 Conference: Cindy reported that the conference committee has begun meeting and planning the conference. The dates for the conference are now June 22-24, 2016.

Theme: Take Action for Zero Waste

The committee has broken themselves into subcommittees to work on different areas of the conference. The group is currently looking into sponsorship opportunities. Breakfast is not provided at the conference hotel. Items will be put in goody bags (granola bars) and a morning break will offer light refreshments. The group discussed possible speakers and topics for the sessions.

2017 Partner's Conference: At this point, OALPRP, AOR, and SWANA still need to come together and discuss. The Board is favorable to partnering again.

Finance Committee: Krista will form a group to complete the annual audit of the Treasurer's records.

Membership Committee: Nothing to report.

Nomination Committee: Susan reminded Wanda that there will be five (5) Board Member positions up for election this year.

Scholarship Committee: Steve reported that the 2016 applications have been added to the website.

Website Committee: Amanda will be the new contact since she has the majority of the information necessary for updates.

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Liaison Report: Christopher Germain, Ohio EPA, provided an update. He presented a large thank you to OALPRP for sponsoring the Future City event. There were 13 teams who participated and Genoa Schools from Westerville were this year's winners. The winning team will compete in Washington D.C. at the National Level. Ohio has had two national champions in the past so they are hoping for a third. They tried to include zero waste initiatives during the event, but it did not go that well because they did not have enough volunteers. He reminded everyone that grant applications are due February 1st. This is the last week for a courtesy review. The Materials Management Advisory Council is working to appoint members. The OEPA is also working on a statewide materials exchange. So far, meetings have taken place with the US Business Council and they are exploring other options as well. A Waste Categorization Study of Ohio will be undertaken for the first time in 10 years. The goal is for this report to be complete in 2017. An RFP will be released soon for Districts to review. He also mentioned that reorganization of DMWM has not happened yet.

Old Business: Nothing to report.

2016 Meeting Dates:

Location: GT Environmental

Time: 10am

Dates: March 24th, May 26th, July 28th (sometimes cancelled), September 22nd, November 17th

Training Days: Nothing to report.

Dan Weisenbach Memorial: Amanda reviewed an email sent by Angela which contained several suggestions for possible memorial contributions. The Board is leaning toward supporting efforts by Keep Ohio Beautiful to develop a scholarship in honor of Dan. Will gather more details to discuss further at the March meeting.

Chris motioned to adjourn the meeting. Second by Steve. Motion passed.

Meeting adjourned at 5:35 pm.