

## **OALPRP 2014 Retreat & Board Meeting**

**Location: Double Tree, Independence Ohio**

**Date: January 23-24 2014**

### **Board Members Present:**

**President: Lisa Beursken; Vice-President: Kathleen Rocco; Secretary: Amanda Gamby; Treasurer: Cindy Bach; Past President: Susan Helterbran; Board Members: Ty Rhoad; Angela Carbetta; Louann Holmes; Sue Bennett; Krista Fourman; Chris Hoffman; Liaison: Marti Kolb**

**Excused: Steve Schlather, Kris Kusmirek, Jennifer Calvert**

A new directory was distributed to the board with the current board member contacts.

**Bylaw Discussion:** Lisa read through the bylaws and mission statement. She reminded the group that the bylaws underwent a revision at the beginning of 2013. No revisions necessary at this time.

**Retreat Budget:** The \$1500 budget for the retreat was discussed. The board shares rooms to keep down on cost. Those who did not want to share were encouraged to pay for their own room. From year to year the board will determine if the budget should be more or less depending on the location.

**2014 Committees:** Lisa distributed a list requesting members to select committees they would be willing/interested in chairing. A description of responsibilities of each committee was passed around as well.

### **Executive Board Meeting**

**Location: Double Tree, Independence Ohio**

**January 23, 2014**

**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 11:00 am**

Executive Board Members met briefly to discuss the 2014 Committee Chairperson assignments. The new Committee Chairs were determined and are listed below:

**Conference Committee Chair: Cindy Bach**

**Finance Committee Chair: Chris Hoffman**

**Membership Committee Chair: Angela Carbetta**

**Nomination Committee Chair:** Krista Fourman

**Scholarship Committee Chair:** Steve Schlather

**Website Committee Chair:** Susan Helterbran

**Motion to Adjourn the meeting by Kathleen. Second by Amanda. Motion Passed.**

**Meeting Adjourned at 11:10 am**

**2014 Conference:** Theme: Recycling Rocks! The conference committee will be meeting tomorrow afternoon and has already met several times this past year. The brochure is in draft form and sponsors are still being contacted. Tours will be on Wednesday during the conference (Browns Stadium sustainability tour, Reclaim Cleveland, Rid-All, and possibly Great Lakes Brewery are in the planning stages). Wednesday Evening Entertainment will include a Cleveland Indians Stadium sustainability tour and game. Sessions are still being planned and are in the beginning stages. Attendees will be given Thursday evening free to select an activity of their choosing in and around the Cleveland area.

Della Ducks will have a musical theme and members were encouraged to start thinking about items that can be donated for the silent auction.

The possibility of a zero waste policy was discussed. The board would at least like to have a statement and guidelines to provide to local vendors when hosting OALPRP and other events.

**2015 Conference:** Chris mentioned that AOR and SWANA are planning to partner on a conference this year and plan to partner again next year. He would like to have an informal discussion on joining OALPRP with these groups in 2015 in Montgomery County. Chris would love to entertain the idea of partnering, but is interested to hear the group's perspective. If the group does not join in 2015, OALPRP may not want to host a conference in Montgomery County that same year because the groups would be competing for sponsorship, time, etc. What are the pros and cons? Could two "separate" conferences be held at the same location and share resources? Expenses/loss would be divided and shared. OALPRP is typically not interested in gaining revenue from conference events. Chris has offered to initiate conversations and Lisa would like to schedule/attend meetings on this subject as well. Who would be responsible for what? The board will still request proposals from member Districts for the 2015 conference.

**2014 Meeting Dates:** The group would like to go back to holding the meetings in Columbus. Marti to help with locations. Meetings will begin at 10am.

**March 27, 2014**

**May 29, 2014**

**July 24, 2014**

**September 25, 2014**

**November 20, 2014**

**Strategic Planning:** The group was split into individual groups to take a closer look at some of the most popular outcomes from 2013's strategic planning session. Ideas were shared and will be compiled by Kathleen Rocco. Some suggestions will be assigned to board members to implement this year.

### **OALPRP Board Meeting**

**Location: Double Tree, Independence Ohio**

**Date: January 24, 2014**

#### **Board Members Present:**

**President: Lisa Beursken; Vice-President: Kathleen Rocco; Secretary: Amanda Gamby; Treasurer: Cindy Bach; Past President: Susan Helterbran; Board Members: Ty Rhoad; Louann Holmes; Sue Bennett; Krista Fourman; Chris Hoffman; Liaison: Marti Kolb**

**Excused: Steve Schlather, Kris Kusmirek, Jennifer Calvert, Angela Carbetta**

**Board Meeting called to order by Lisa at 9:20am.**

**Secretary Report:** Minutes from the December 5<sup>th</sup> Full Membership Meeting were emailed prior to this meeting. Motion by Krista to accept the Minutes. Second by Cindy. Motion passed. 2014 Membership: Membership forms will be updated and emailed within the next week to current and past members. The Secretary will work with the Membership Committee to recruit and encourage new members.

**Treasurer Report:** The CD, which is being transferred to a mutual fund, is still being held up by paperwork from the bank that needs to be completed. The 2014 Budget Proposal was reviewed. The conference budget was clarified with the conference committee. Lisa suggested that the website maintenance budget be increased to \$1000 to cover the cost of additional planned updates and changes. Kathleen made a motion to accept the 2014 Budget Proposal with the previously mentioned change. Second by Krista. Motion passed. Cindy reviewed the Treasurer's report. She also requested approval to pay the Secretary's stipend (\$1000) to the Wood County SWMD and to make the bonding insurance payment. Krista made a motion to accept the Treasurer's report and to authorize payment for the stipend and bonding insurance. Second by Sue. Motion passed.

**2014 Committee Chairs:** Committee Chairs were announced and accepted by those who were assigned. Chairs were encouraged to invite non-board members to join committees and be involved with the organization. The 2014 Committee Chairs are listed below:

**Conference Committee Chair:** Cindy Bach

**Finance Committee Chair:** Chris Hoffman

**Membership Committee Chair:** Angela Carbetta

**Nomination Committee Chair:** Krista Fourman

**Scholarship Committee Chair:** Steve Schlather

**Website Committee Chair:** Susan Helterbran

**Conference Committee:** Sessions that have been planned so far include: Sea Grant from OSU Extension; iTree software; Drink Local/Drink Tap; Green Building curriculum core aligning for schools; Recycling Economic Study; Zero Waste Events panel; and Curbside Value Partnership (branding/marketing). There will be vendors this year. An exhibitor fee will be charged this year and a letter with the guidelines will be drafted.

**Finance Committee:** The audit of the Treasurer's records will be complete prior to the March Meeting.

**Membership Committee:** No report.

**Nomination Committee:** No report.

**Scholarship Committee:** No report.

**Website Committee:** Susan was encouraged to continue to request itemized statements from Erie Pro. Susan will make contact with Erie Pro to let them know she is the new contact.

**Liaison:** The Interim Director of OEPA is Craig Butler, who has a history with the Ohio EPA. The grant deadline is next week, February 3<sup>rd</sup>. If you receive a grant the mandatory meeting will be in June. The OEEF grants did not go out in January so the new deadlines have been moved to February.

#### **Old Business:**

The group mentioned how well the Full Membership Meeting hosted by Ross Environmental Inc. went.

#### **New Business:**

**2014 Board Meeting Dates (Location TBD):** March 27<sup>th</sup>; May 29<sup>th</sup>; July 24<sup>th</sup>; September 25<sup>th</sup>; & November 20<sup>th</sup>

**Training Days:** Board Members were encouraged to start thinking about the location for the winter training and full membership meeting. A request will be made to the membership for ideas as well.

**Membership Dues:** Keep the same \$75 rate for 2014.

**Motion to adjourn the meeting made by Chris. Second by Cindy. Meeting adjourned at 10:20am.**