

## **OALPRP Board Retreat & Meeting**

**January 29-30 2015**

**Embassy Suites, Dublin, Ohio**

**Day One:**

**Board Members Present:**

**President: Lisa Beursken; Vice-President: Kathleen Rocco; Secretary: Amanda Gamby; Treasurer: Cindy Bach; Past President: Susan Helterbran; Board Members: Jennifer Calvert; Louann Holmes; Krista Fourman; Chris Hoffman; Steve Schlather; Sue Bennett; Angela Carbetta; Wanda Schaad**

**Excused: Kris Kusmirek & Liaison: Terrie TerMeer**

**Bylaw Discussion:**

Lisa read through the bylaws and mission statement. Board member and committee responsibilities were reviewed as well. The Conference Committee Chair may have different responsibilities this year due to the organization of the Partners' Conference.

**Executive Board Meeting**

**Location: Embassy Suites, Dublin, OH**

**January 29, 2015**

**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 2015 Committee Chairperson assignments. The new Committee Chairs were determined and are listed below:

**Conference Committee Chair:** Lisa Beursken & Cindy Bach (Conference Treasurer)

**Finance Committee Chair:** Chris Hoffman

**Membership Committee Chairs:** Angela Carbetta & Louann Holmes

**Nomination Committee Chair:** Susan Helterbran

**Scholarship Committee Chair:** Steve Schlather

**Website Committee Chair:** Krista Fourman

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

**Meeting Adjourned at 11:10 am**

Lisa passed around the 2015 Board Member Directory. Edits will be made and a final draft will be emailed.

## **2015 Conference:**

Theme: TBD

Date: June 29-30, 2015

A "Save the Date" has been created for the 2015 Partners' Conference. The hotel will be the Crown Plaza in Dayton, OH with a room rate of \$99. The conference registration fee has been set at \$95. The local Visitor's Bureau is involved and the hotel has been very accommodating. Parking for the hotel is free and the location is within walking distance of downtown activities. The evening activity will be a Dayton Dragons game. Monday is all tour day and Tuesday is all session day. No third day this year. A time and location will need to be coordinated for an OALPRP Full Membership meeting during the conference. A silent auction location will need to be determined. An appropriate time to recognize the scholarship winner will also need to be determined. Two separate buses will be used for the tours as there are two separate tracks/destinations. Committees have been formed to handle different aspects of the conference. Speaker suggestions are still being accepted and other details are still being determined. Recycling initiatives and zero waste concepts should be encouraged and a focus of the conference.

2016 Host Possibilities: CCH-Barb Walton; OSS-Islands; Rural Action-Kyle O'Keefe? The Board will contact these organizations to see if they are interested.

### **Day Two:**

#### **OALPRP Board of Directors Meeting**

**Location: Embassy Suites, Dublin, OH**

**January 30, 2015**

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

**President: Lisa Beursken; Vice-President: Kathleen Rocco; Secretary: Amanda Gamby; Treasurer: Cindy Bach; Past President: Susan Helterbran; Board Members: Jennifer Calvert; Louann Holmes; Krista Fourman; Steve Schlather; Sue Bennett; Wanda Schaad**

**Excused: Chris Hoffman, Angela Carbetta, Kris Kusmirek & Liaison: Terrie TerMeer**

**Board Meeting Called to order by Lisa Beursken: 9:30am**

#### **Secretary Report:**

Minutes from the December 11<sup>th</sup> Full Membership Meeting were emailed prior to this meeting. Motion by Cindy to accept the Minutes. Second by Sue. Motion passed. Membership renewal forms will be emailed in the next week. Updated 2015 Membership Forms will need to be added to the OALPRP website.

#### **Treasurer Report:**

Cindy reviewed the Treasurer's report. Susan made a motion to accept the Treasurer's Report. Second by Kathleen. Motion passed. Cindy reviewed the 2015 budget. A discussion was held on the proposed conference expenses/income. Because this year's conference is a partnership with AOR/SWANA, the Board would like this reflected in this year's budget. Estimated expenses/projected income have been determined by the joint conference committee so Cindy will include these numbers under this category. Currently the Della Ewalt Scholarship budget is set for \$750. The Board would like the amount increased to \$1000. Cindy will make this change. She reviewed the balances of the Checking Account, CD, and Mutual Fund. Kathleen made a motion to accept the 2015 Budget Proposal with the previously mentioned changes. Second by Sue. Motion Passed.

**2015 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 2015 Committee Chairs are listed below:

**Conference Committee Chair:** Lisa Beursken & Cindy Bach (Conference Treasurer)

**Finance Committee Chair:** Chris Hoffman

**Membership Committee Chairs:** Angela Carbetta & Louann Holmes

**Nomination Committee Chair:** Susan Helterbran

**Scholarship Committee Chair:** Steve Schlather

**Website Committee Chair:** Krista Fourman

**Conference Committee:** A lengthy discussion was held during yesterday's meeting. The group will begin making contacts with potential 2016 conference hosts.

**Finance Committee:** Chris Absent. A committee will need to review and audit the 2014 Treasurer records by March 2015.

**Membership Committee:** 2015 Membership forms will be emailed next week. The Secretary will email the paragraph drafted by the Membership Committee to members who may want to encourage their local businesses and organizations to become involved with OALPRP.

**Nomination Committee:** At the end of the year, all Officer positions and four Board Member positions will be up for election/re-election.

**Scholarship Committee:** Steve will send out a press release and 2015 CR Meyers Scholarship information to the membership for distribution. He will be organizing a committee of OALPRP members to review the submitted applications. Applications are due April 15, 2015.

**Website Committee:** Krista will be working with Erie Pro to make necessary updates. Susan and/or Kathleen will provide her with the contact information.

**Liaison Report:** Terrie TerMeer (Ohio EPA) was unable to attend but emailed several updates:

1. Don't forget the deadline for grants – Feb. 2 – must have both electronic and hard copies by close of business;
2. Still am targeting glass recycling so if anyone is still interested in starting voluntary bar and restaurant glass recycling programs or establishing campaigns to increase recycling efforts including glass...get in touch with me. There may be grant opportunities available even after the deadline specifically for glass;
3. There will be some transitioning of people and personnel here soon. We joined in with OCAPP last year and are now a part of a larger effort by Director Butler to create a stronger more visible compliance assistance, technical support and financial assistance program at Ohio EPA – so stay tuned;
4. We have awarded a grant to KOB to purchase clean up supplies and make them available to communities that are participating in the Great American Clean Up. At some point I am certain that Mike will make that information available to everyone;
5. Composting continues to be challenging with very few Class II facilities accepting food scraps. We are working with several facilities to help them get back into compliance but the issues of leachate management, stormwater and odors have been difficult to say the least. We have formed a team internally to identify a path forward. We are looking at everything from BMPs to our rules. Once we get a solid game plan internally, we will work together with the industry to find solutions. The demand for services continues to grow and it is not just a fad. Fact is that we need more Class II facilities out there accepting food scraps;
6. Tying economic development to recycling and litter prevention will be key to our success in this industry. So wherever we can show the impact of recycling – new jobs, new businesses to collect, process, haul, build or buying materials made from recyclables – will be important; and finally
7. If there is anything that we are missing as an agency...please let me know. Never hurts to ask.

#### **Old Business:**

**Board Member Installation:** Angela Carbetta and Kris Kusmirek were unable to attend and will need to be installed during the March Board Meeting.

#### **New Business:**

**New Board Member:** The Board voted by email to appoint Wanda Schaad, GT Environmental, to fulfill Ty Rhoad's unexpired term. Wanda was formally installed during this meeting.

#### **2015 Meeting Dates:**

**Location:** (TBD) Wanda to check on GT Environmental availability.

**Time:** 10am

March 26<sup>th</sup>

May 28<sup>th</sup>

June: Full Membership Meeting during conference.

July 30<sup>th</sup>

September 24<sup>th</sup>: Possibly at Farm Science Review to review the event recycling.

November 19<sup>th</sup>

**Training Days:**

The Board discussed the possibility of the Wyandot County Solid Waste District hosting the 2015 Full Membership Meeting. Jennifer and Amanda will look into this possibility.

**Membership Dues:** A motion was made by Steve to keep the 2015 OALPRP membership dues at \$75. Second by Cindy. Motion passed.

**Motion to adjourn the meeting made by Steve. Second by Louann.**

**Meeting adjourned at 10:45 a.m.**

**Strategic Planning:**

Lisa distributed two handouts that have been used in her District by several organizations.

**Hedgehog Concept:**

**Passions of OALPRP:**

Recycling; Waste Management; Sustainability, Materials Management; Environmental Education; Networking; Training; Food, Group Solidarity; Caring for Others

**We are best at:**

Welcoming Individuals; Mentoring Individuals; Training; Hosting Workshops and Conferences; Networking; Educating; Inspiring Sustainable Lifestyles; Snacks; Staying Current on Trends; Sharing Information; Securing Locations and Speakers (New & Relevant Topics)

**Economic Drivers:**

Membership Dues; Sponsorships; Grants; Silent Auction; Event Registration Fees

**Suggestions:**

- Social Marketing Committee should be developed. Members interested in serving on this committee should contact Lisa.
- Social media could be a tool that is used in the future.

- Get more involved with education standards. Work towards aligning lessons to Common Core standards.
- Produce generic videos that can be shared with all members (i.e. paint disposal, landfill construction, etc)
- Develop ways to get tips to members...include with membership updates.
- Survey membership-when was the last time we surveyed members?
- Form a Silent Auction Committee: Chris Hoffman to be asked to lead this year. Susan, Angela, Wanda, Louann, and Amanda offered assistance.