

**DRAFT**

**OALPRP Board of Directors Meeting**

**Location: GT Environmental, Westerville OH**

**August 24, 2017**

**Board Members Present:**

**President: Kathleen Rocco; Secretary: Amanda Gamby; Treasurer: Chris Hoffman; Board Members: Bill Wilk; Katrina Carpenter; Angela Carbetta; Kris Kusmirek; Wanda Schaad; Sue Bennett; Past President: Susan Helterbran**

**Excused: Krista Fourman**

**OALPRP Members Present: Linda Weuthrich**

**Division Liaison:** Chet Cheney gave report by phone.

Board meeting called to order at 10:13am by Kathleen Rocco.

**Secretary Report:** Minutes from the May Board Meeting were emailed prior to this meeting. Motion to accept by Chris. Second by Susan. Motion Passed. The first electronic membership form was received from RPHF Solid Waste District. Membership applications and payment may now be submitted online. Membership levels remain consistent with past years.

**Treasurer Report:** Chris passed around a budget report for the Board to review. He indicated that the electronic membership payment is noted with a slight decrease due to PayPal fees. He received a \$1000 check in the mail from NCOSWD for sponsorship for the full membership meeting. \$537.31 was raised during this year's silent auction to help fund the Della Ewalt Scholarship. Total assets add up to ~\$21,000. Miscellaneous expenses may include the Fall Meeting. The Partners' Conference garnered some revenue, but have not received the official amount yet. Estimates are somewhere between \$750-\$1000. Motion to accept the Treasurer's Report made by Susan. Second by Bill. Motion Passed.

**Conference Committee:** 2017 survey results are in. 13 people responded out of 80 attendees. Overall, attendees liked the conference. Concerns included the expense and location of being in downtown Columbus. The Kurtz Brothers Compost site was not reviewed very well. A discussion was held on an MOU for the 2019 Partners Conference. A solid conference committee, with guidelines needs to be determined among the contributing organizations moving forward. The MOU will need to be clear in roles, committee structure, etc. The OEPA Grant will need to be submitted in this grant cycle in order to request funding assistance for the 2019 conference. A motion was made by Angela to continue discussions concerning the MOU with the other partner organizations. Second by Bill. Motion passed.

The 2018 Conference location still needs to be determined. Kathleen has emailed CCH Solid Waste Management District and OSS Solid Waste Management District to see if there is still interest in hosting. Call for conference proposals may need to be emailed to the membership. Kathleen has already signed grant documents from the OEPA for this year's grant cycle, which has awarded OALPRP \$2000 to put toward the 2018 Conference.

**Finance Committee:** Krista Absent. The annual audit of the Treasurer's Report has been completed, but a letter stills need to be submitted for the Secretary records.

**Membership Committee:** The Membership and Scholarship brochures are in need of updating. Kathleen intends to use Survey Monkey to create a survey for members to highlight programs in their community.

**Nomination Committee:** Jennifer Calvert submitted her resignation from the Board by email. This leaves the Board with two vacant Board Member positions and a vacant Vice President position. Angela reported that she has spoken with Randy Canterbury from Knox County and Andrea Reany from Rural Action. Both have expressed interest in serving on the Board. Susan made a motion to appoint Andrea Reany to fulfill Chris Hoffman's vacant board member position (2017-2018 term), contingent upon completion of form/permission, and to appoint Randy Canterbury from Knox County to Jennifer Calvert's vacant board member position (2016-2017 term), contingent upon completion of form/permission. Second by Katrina. Motion passed. The Board has experienced significant changes over the past few months. Currently, the Vice President position is still vacant. Amanda expressed interest in moving to this position, which would leave the Secretary position open. Would like to have a full ballot for this year's election and need to be actively seeking interested members. Susan will follow up with Angela to finalize the appointments with Andrea and Randy.

**Liaison:** Chet and Marie provided an update by phone. They have not received the official "go ahead," but have begun exploring the possibility of revising the Windows on Waste (WOW) package. They have reached out to EECO of Ohio and Carolyn Watkins of OEEF to provide input. They still need to get a better handle on funding for the draft proposal.

The "tiny office" mobile display was rolled out for the first time at this year's State Fair. The display proved a great opportunity to highlight what their office can provide. The display will travel to the Farm Science Review and the Columbus Home and Garden Show.

A Sustainability Conference is being hosted by OCAPP on October 3. This event will take place every other year.

The Informational Grant Meeting will be held in Columbus on October 30<sup>th</sup>. The information will also be presented in a webinar scheduled for November 15. February 2, 2018 is the grant application deadline. Questions may be directed to Marie. The grant application process will be online this year. OEPA may ask a couple of OALPRP members to fill out a mock application on line to test it.

**Scholarship Committee:** Katrina would like more of a feature of the winner on the website. She plans to summarize the winning application into a couple of paragraphs and include a photo (with permission). A suggestion was made to include a check box on the application, which states, "You are authorizing the use of your photo, name, and application contents by OALPRP." The Della Ewalt scholarship was briefly discussed.

**Website Committee:** Amanda reported that the majority of the outstanding website updates have been made. A manual was created by the website designer to assist Board Members with making updates in the future. The group would like to receive informal training from Amanda during the annual retreat in a few months.

**Division Liaison:** See Above.

**Old Business:**

**Full Membership Meeting Update:** A brochure for the event has been created for distribution to the membership. Susan stressed the need for pre-registration. Amanda will include notes in the email stressing no onsite registration. Susan will be handling registrations, which will be due October 3<sup>rd</sup>. NO late registrations can be accepted.

**Sunshine Law:** Katrina consulted with an attorney in regards to the Sunshine Law, asking, "Can the OALPRP Board vote by email?" He thought so depending on how the bylaws are worded.

**New Business:**

The September 28<sup>th</sup> Board Meeting will not be held in lieu of the July meeting being moved to August and the Full Membership Meeting being held in October.

**Motion to adjourn the meeting by Angela. Second by Bill. Motion passed.**

**Meeting Adjourned at 12:20pm.**