

Oklahoma Recycling Association  
Board Meeting Minutes  
Eastern Oklahoma State College, McAlester  
Friday, May 17, 2019

- I. **Welcome** –Maureen Turner called the meeting to order at 10:08 am.
- II. **Roll Call and Approval of Minutes** – Present in McAlester were Maureen Turner, Stephanie Giacomo, Tracy Horst, Keima Kamara, Ellen Bussert, and Garmon Smith. Attending by phone were Robert Pickens, Ilda Hershey, Kara Berst, Michael Patton, and Jeanette Nance. Guests included Jason Lilley of the Choctaw Nation of Oklahoma attending in person and Crystal Bennett of Republic Services attending by phone.  
**Minutes** – The minutes were presented for approval by Stephanie Giacomo. Ilda Hershey made a motion to approve with clarification added to the 3<sup>rd</sup> bullet point on the action items. Seconded by Jeanette Nance. The motion passed by unanimous vote.
- III. **Vote to fill a Vacancy on the Board** – Maureen Turner reported that Jay Hochendal has failed to meet the bylaw requirements for attendance during Board Meetings. Jeanette Nance referred to email correspondence about his position on the board and a new representative from Republic Services, Crystal Bennet, willing to serve on the OKRA Board. Stephanie Giacomo made a motion to remove Jay Hochendal for nonattendance, seconded by Jeanette Nance. The motion passed by unanimous vote. Jeanette Nance made a motion to appoint Crystal Bennet to the OKRA Board, seconded by Tracy Horst. The motion passed by unanimous vote.
- IV. **Committee Reports**
  - a. **Finance** –
    1. Robert Pickens reported he wants to discuss the financial viability for the future during the upcoming board retreat. He recommends the organization focus on more revenue or expenditure reduction. Year to date, there are no outstanding expenses. Membership is slow for the second quarter and encouraged all board members to reach out and help with renewals and new memberships. There are 58 paid members to date. Robert Pickens made a motion to approve the financial report, seconded by Tracy Horst. The motion passed by unanimous vote.
  - b. **Bylaw Committee** –
    1. Ilda Hershey reported a few minor edits she had sent to Maureen Turner prior to the meeting and inquired if Article II was met since there was no primary business location. Robert Pickens said he was unaware of any issue and the item has not changed from the current bylaws. A member inquired about item 9.2 – that the treasurer signs checks and that all are approved by the president and vice president.. Robert Pickens confirmed that is the procedure and that all approvals are done through internal emails. Ilda Hershey made a motion to approve the bylaws with the minor edits sent to Maureen. Tracy Horst seconded. The motion passed by unanimous vote.
- V. **Nominations Committee** – Tracy Horst stated there were no updates from the nominations committee.
- VI. **Membership Committee** – Ellen Bussert reported she had emailed the minutes from the committee meeting. There are currently 60 members, including the 2 honorary members. The membership drive is now picking up and all \$75 level invoices have been sent out. She thinks the announcements of members on the website and listserve will

help drive up the numbers. She will send out reminders to nonrenewals and asks the board to help get new members and renewals. She would like to make more connections with municipalities. The membership committee reviewed goals and they want to increase government memberships from 8 to 16 members. The plan is to complete future membership drives to January and February. The committee will meet again in June. A separate conversation took place on display equipment and signage. A wagon and tablecloth have been purchased and there are approximately 100 packets of seeds and 600 magnets available. The board needs to decide what to do next for handouts. Maureen Turner suggested samples be requested from companies to be reviewed by the board in July.

**VII. Conference Committee** – Ilda Hershey confirmed the date is September 25<sup>th</sup> at the Tulsa Zoo. The committee is continuing to look at keynote speaker options. The next committee meeting is May 28<sup>th</sup> and they will be looking at programs and tours in the Tulsa area. The board made some suggestions for them to consider.

**VIII. Work Groups**

**a. Communications/outreach** –

**1. Facebook** - The Facebook page has 947 likes and 1057 followers. The first facebook live video reached 232 people with 145 views – 4 comments, 17 likes and 1 share. There will be another Facebook live after the meeting and reminders were posted prior to the meeting.

**2. Website** – Ilda Hershey reported there is no update on the old website. The new website was displayed by Ellen Bussert. There are many broken links that were unable to be migrated to the new site. A few options were discussed for having the work completed. Stephanie Giacomo made a motion to table the issue and ask board members to assist. Kiema Kamara seconded. The motion failed. Robert Pickens reported the project was under budget and recommended Ellen follow up with Red Earth Design to inquire about current outstanding invoices and have them complete the work if the project is still within the original project budget. No vote was necessary on the item.

**3. Newsletter** – Ellen Bussert reported the deadline for the next newsletter is May 31<sup>st</sup> and encouraged board members to submit materials and stories.

**4. E-mail Inquiries** – Ilda Hershey reported there were 9 inquiries – 1 facebook message and 8 emails on various topics.

**b. Product Stewardship** – Garmon Smith reported he attended the call on Pharmaceutical medications and sharps in Oklahoma. They have established a subcommittee on tribal engagement. Further, an Oklahoma Senate Bill regulating and addressing Marijuana waste has passed through the legislature and is awaiting the Governor's signature. An upcoming workshop on product stewardship is coming up and member attendance was discussed.

**c. Education** – Chris Feeney did not attend the meeting and no update was available. The goals were received from the committee and will be discussed during the board retreat in July

**d. OK School Recycling Award** - Ellen Bussert provided the nomination for Tuttle Schools and Crystal Bennett provided more information about their plastic bag recycling project. Ilda Hershey made a motion to award the school, seconded by Garmon Smith. The motion passed by unanimous vote.

- IX. **Board Retreat 2019** – The retreat will take place on July 19-20. The board meeting will take place first followed by the retreat. The location is to be determined and Jeanette Nance volunteered a barn on her property as well as recommended a nearby hotel. The group recommended Sara Ivey coordinate with Jeanette Nance and Ellen Bussert will work with the hotel and research meeting rooms in the area.
- X. **Report on Events** –
- a. SWANA Conference – Ellen Bussert reported that she engaged in a lot of good conversations and it was time well spent.
  - b. Advocacy Day at the Capitol – Ellen Bussert reported they set up in the rotunda and visited the offices in the House and 3 legislators showed particular interest in OKRA.
  - c. Enviro Expo- Brought the close the loop display and had good conversations.
  - d. 3<sup>rd</sup> Annual Glass Recycling Summit – The event was well attended and put together with good speakers. Good summit to attend. A discussion took place on the various uses and way of recycling glass.
- XI. **DEQ Grant Proposal Ad Hoc Committee** – No updated available. Ilda Hershey inquired about the Open Records Act and it was confirmed it is a requirement if the proposal moves forward. This will be discussed further in the next executive committee meeting.
- XII. **Old Business** – None.
- XIII. **New Business** – Michael Patton recommended someone reach out to Lawton about recycling organizations in their community. Garmon Smith discussed the recent Household Hazardous Waste event in Ada. Ellen Bussert suggested OKRA send a letter of condolence on the Georgia-Pacific Paper fire in Muskogee.
- XIV. **Adjournment** – Jeanette Nance made a motion to adjourn, seconded by Stephanie Giacomo. The motion passed by unanimous vote and the meeting adjourned at 11:57 am.

Action Items:

- All board members to help with membership renewals and new members.
- Ellen to request samples of hand-out items for presentations and outreach work.
- Sara Ivey to work with Jeanette Nance for board retreat location.
- Ellen to research hotel and meeting room for retreat.
- Ellen to prepare letter to Georgia-Pacific.