

Oklahoma Recycling Association (OKRA)

Board Meeting Minutes

May 17, 2013 11:30 a.m. –1:30 p.m.

Verallia Glass Plant, Sapulpa, OK

I. Welcome –Traci Phillips

Thanks to Verallia and Joe Carter for hosting the meeting today.

Roll Call – Sara Ivey

In attendance: Traci Phillips, Tracy Horst, Sara Ivey, Ilda Hershey, Ellen Bussert, Garmon Smith, Joe Carter, and via phone Michael Patton. Attending as guests: Nancy Smith (Garmon's wife) and Robyn Latham (Student working with Ilda).

II. Approval of Minutes – Sara Ivey, Secretary

Ilda motioned to approve

Ellen seconded

Motion passed

III. Committee Reports

A. Membership Committee – Ilda Hershey, Chairman

Ilda said our current membership is up to about 70. Most of our numbers for this period came from a solicitation Ilda sent out to lapsed members who had forgotten to renew and did so after Ilda's reminder. Ilda sent letters and certificates to corporate and non-profit members who have renewed and these members have been updated on the website as well.

B. Finance – Michael Patton, Treasurer

a. Treasurer's Report

For the eight week period ending May 16, 2013, income was \$1,300.00 and expenses were \$198.93 for an increase of \$1,107.07. Our current balance is \$19,937.50, with \$13,992.44 in Bank of America and \$5,945.00 in PayPal. Income was from memberships. The expenses were for website work, PayPal fees, and more Fuzebox fees. Micheal said Fuzebox seems to be charging us every time we use them. We paid a subscription fee, yet are still incurring charges when we use this service. Michael said it might be time to consider using a different service for our online meetings.

Ellen motioned to approve the financial report

Garmon seconded

Motion passed

Ellen asked Micheal what the current status of our 501(c)(3) status is. Michael said after all the work had been done, we had received a denial again. Micheal said he had to go to the Secretary of State to change our mission statement after the last denial, and that has been done. Ellen said perhaps it is time to hire a CPA or lawyer who specializes in this type of work who could finish the process for us.

Traci said we have the money in our account now, and we need to get this status. So let's spend the money and get this done with. Michael, Ellen and Garmon will check with contacts they have and get quotes on hiring someone to do this for us.

IV. Work Groups

A. Advocacy – Brian Figgins, Chair

No one has heard from Brian. Ilda said she knows that Brian has a new schedule that makes him unable to participate in meetings. Ilda will check with Brian to see if he would like to continue as Chair of the Advocacy work group. If Brian does not have the time to devote to this right now, we can look for another chair, perhaps a lobbyist in the OKC area that could keep us abreast of potential legislation that would affect OKRA.

Joe said from what he has heard, the bottle bill legislation is not receiving much attention because big companies like Budweiser are lobbying against it.

There is a 10% goal, but it is not being monitored because the information would go to DEQ and that information would all be public record. Because there is so much competition between companies, the companies don't feel comfortable submitting numbers that will not be held in confidence.

Ellen said she will look up the status of the bill and let the committee know.

B. Education –

Chris Feeney gave Chris Knight the information for the PSA contest. Not sure what the status is beyond that.

Traci sent an email to a contact she has at Google (Pryor) to see if the OKRA PSA contest is something they would be interested in being involved with in any capacity. She is waiting to hear back.

Green School recognition

Ilda said the Early Head Start program in Stillwater was recognized as OKRA latest Green School. Chris did the presentation with the big check and the story will be in the next newsletter. Ellen suggested the Green School recognition should also go on our FaceBook page when they happen.

Traci asked for suggestions for the next Green School. Garmon said one of the Roth schools does a really good job. Ada does a telephone book collection contest every year and this Roth school always wins. Garmon will get the information to Chris Knight. Once we know who the check should be made out to we'll get that information to Michael. We will figure out how to get one of the big checks to Garmon when the presentation is set.

C. Market Development - Kristi Shreve, Chair

Kristi is sick today and said there was nothing to report from the Market Development working group at this time. She is a committee of one at that moment. Ellen said perhaps OKRA could solicit our FaceBook page for ideas on how we could increase market development in Oklahoma. After discussion it was decided that perhaps FaceBook was not the best avenue for this. Traci has reached out to the manufacturing alliance to see if anyone would be interested in sitting on the OKRA board. Perhaps having a presence from the manufacturing alliance could help us identify manufactures in Oklahoma that could use recycled materials rather than raw materials in their manufacturing process. They have said they are definitely interested in how OKRA and the Manufacturing Alliance could work together and they want to learn more about OKRA.

D. Materials Exchange – Michael Patton

Michael said there was not a report from this committee. But he will have something for the next meeting.

E. Communication/Outreach

1. Facebook - Ellen said a notification she received said we only had one new "Like" in the last month. Everyone said the FaceBook account will have ebbs and flows. Joe suggested perhaps reaching out to

antique stores to become OKRA members or like us of FaceBook, since they are reusing which is even better than recycling!

2. Website – Ilda Hershey – The only big website change was updates to the about us page, updating memberships and board.
3. E-Mail Inquiries – Ilda Hershey – There have been 6 inquiries since our last meeting.
4. 2013 Conference – Ilda Hershey –
 - Jerry Powell has been confirmed as our keynote speaker. He was our first choice from Resource Recycling and has a 3-part talk that looks at past, present and future of municipal waste recycling in the US with a focus on upcoming issues and trends of importance in materials recovery.
 - Ellen said the picture frames that have been given to speakers in the past can be found at Ten Thousand Villages.
 - Stan Slaughter the Eco-Troubadour has been confirmed for the lunch program and he is willing to do a composting presentation also if we would like him to for no additional charge.
 - We will have a Business Track and Municipal Track in the morning and then all come together for lunch and in the afternoon.
 - Traci would like to have an open Q&A session, we could have a panel of “experts” but we would welcome question and answers from the audience who might have more knowledge on a particular topic than any of the panelists.
 - The date for the conference again is Thursday, October 17, 2013. The conference will go from about 9-4:30.
 - Ilda has drafted a potential sponsor letter and she will begin sending those out. Garmon asked Ilda to send a copy to the board so that we can help in that solicitation.
 - Ilda said that we had discussed having the City of Tulsa talk about their new recycling program, but they just presented at SWANA. Traci said perhaps we will wait and see what other topics we come up with before we contact Tulsa.

V. Old Business

- A. Bylaw Revisions – Garmon has not had a chance to work on this any further. Everyone agrees the bylaws are in need of an update.
- B. Solid Waste Advisory Council – Traci’s term is up and she told DEQ she would be willing to serve another term. She has still not heard if she will continue to sit on this council. Sara will check with DEQ folks to see what the status is.
- C. Newsletter Advertising Structure – Diana reported that newsletter ads are \$75.00 each for a business card size ad. There can be a maximum of 8 ads per issue, and preference will be given to OKRA members. Ilda said that what is missing is letting everyone know that ad space is available and the details. She will ask Diana if she can design an ad for the next newsletter that will provide details on how to advertise in the OKRA newsletter. The contact person for newsletter ads would be Diana or Trudy.

VI. New Business

- A. Renew Annual Survey Monkey Plan – Ilda said that we use Survey Monkey for our post-conference survey and it has been extremely helpful. There was discussion that it could be further utilized to collect data for market development opportunities, or to collect other data that would be useful to OKRA.

Ilda motioned to renew Survey Monkey at a cost of \$204/year
Garmon seconded

Motion passed.

VII. Set next meeting date, location & time – The next meeting will be held on Friday, July 19, 2013 from 11:00 am -1:00 pm. This will be an online/conference call meeting. Traci will look into online meeting options since we may discontinue use of FuzeBox.

VIII. Adjournment

Ellen motioned to adjourn

Ilda seconded

Meeting adjourned