

 **Board Meeting Minutes**

**1150 N. Peoria Ave, Tulsa, OK**

Friday, September 20, 2019

**Welcome** –Sara Ivey, President welcomed everyone to the meeting. She thanked Robert Pickens from American Waste Control for hosting the meeting at the Tulsa Recycling and Transfer Center.

**Roll Call** – Present: Keima Kamara, Crystal Bennett, Ilda Hershey, Sara Ivey, Robert Pickens, Maureen Turner, Jeanette Nance. On Phone: Kara Berst, Garmon Smith

**Approval of Minutes** – A motion was made by Ilda Hershey to approve the July 19, 2019 minutes. A second was made by Jeanette Nance. Motion passed

The OKRA Mission and Vision Statement which was revised at the July 20, 2019 retreat were formally presented to the OKRA Board.

**OKRA Mission Statement**

To improve recycling in Oklahoma by encouraging waste reduction, reuse and best management practices through education, information and networking.

**OKRA Vision Statement**:

OKRA serves as the premier recycling point for communications among business, government and citizens.

**Committee Reports**

 **Finance** - Treasurer Robert Pickens presented the finance report. He said that most of the financial activity was associated with the conference. There was nothing out of the ordinary to report, everything is balancing. He said that he was researching and working on how to take credit cards on pay pal at the conference. He said that for $25 OKRA could get a card reader. Jeanette Nance made a motion to purchase the PayPal card reader. A second to the motion was made by Crystal Bennett. The motion passed.

 Pickens said that memberships were up from last year. As of the date of these meeting there were 80 members. He said that memberships (new and renewal) tends to pick up before the conference. He reminded everyone that his membership numbers were different then Ellen Bussert’s due to a few memberships being multi-year.

 Pickens said that the profit & loss statement is doing good year to date. It is tracking like it has in the past.

 A motion to approve the financial report was made by Jeanette Nance. The motion was seconded by Maureen Turner. The motion was passed.

 **Nominations Committee** – The board discussed the current membership of the nominations committee. Currently, Jeanette Nance, Sara Ivey, Tracy Horst and Trent Brewer are on nominations. Sara said that they need more members on the committee.

 **Discussion was held on board duties**. Ilda Hershey said that there was a draft document of board duties. Bussert was instructed to e-mail it out to the board members before the last meeting.

No action was taken.

 **Membership Committee** – Ellen Bussert reported that OKRA has 85 members. All members have received receipts, certificates and a membership vinyl l cling. Bussert said that she hopes OKRA does a 2020 membership vinyl cling. Bussert said the committee is still working on updating the OKRA brochure.

 **Conference Committee** – Ilda Hershey gave an update on the conference which will be held on September 25, 2019 at the Tulsa Zoo. She said that things were going well. The tours for Tuesday, September 24 to the Tulsa Recycling and Transfer Center and Ardagh Group are full. There was a limit of 20 people and about 25 are on the list. After the tour, there will be a networking dinner at the Mother Road Market in Tulsa. A discussion was held on logistics of going from the tours to the restaurant.

 As of this date, 115 people are registered for the conference. Maureen Turner asked if OKRA could create a hashtag for people to send pictures to the conference. Keima Kamara said that she would do it. Sara Ivey thanked Ilda for all of the hard work and hours she had spent on the conference. Jeanette Nance told Ilda she has done an outstanding job. The board concurred.

**Work Groups**

 **Chair status and member interest** – Ellen Bussert reported that 3 of the work group did not have chairman. The work groups are Advocacy, Education and Communications. OKRA member Michael Barton has volunteered to chair the advocacy committee. Board members were encouraged to meet and visit with him at the OKRA conference.

 **Advocacy** – A discussion was held on potential advocacy issues for 2020. Ilda Hershey said in the DEQ Solid Waste Management Advisory Council meeting it was stated that the solid waste fee of $1.25 ($1.20 goes to DEQ) had not been updated. Maybe the OKRA Advocacy work group could support and work to change the statue to allow for a fee increase. Someone asked where the solid waste fee money is going from the DEQ presently and how are they spending it. Hershey responded that some of it was going to Keep Oklahoma Beautiful, Sustainable Tulsa, The MET, Trash Cop Program and to communities for equipment. Hershey said that she will send out the chart of how the DEQ allocates the money from the solid waste fee. As discussion was held about the impact raising the fee would have. Maureen Turner stated concern because of the impact on the state and communities. Robert Pickens said that DEQ giving money to some of these entities allows them to unfairly compete with private businesses. It was decided that more information was needed before any decisions were reached.

 **Communication/Outreach**

* 1. **Facebook update** – Keima Kamara reported that our Facebook activities were doing great. She said that she had been busy promoting the conference. She report 983 likes in the last reporting time. She said the OKRA Facebook now has 1095 followers. She said some of our top posts were getting a lot of views. The next Facebook Live will be at the OKRA Conference September 25th. Keima said that if anyone had suggestions for future stories to please let her know. The board thanked Keima for all of her work with Facebook.
	2. **Website** – Ilda Hershey reported that things with the website were running smoothly. She was constantly updating conference information on it and Ellen was updating membership information.
	3. **Newsletter** – Ellen Bussert reported that Trudi Logan will be putting out a newsletter after the OKRA conference. She will also be asking for America Recycles Day stories and pictures.
	4. **E-Mail Inquiries** – Ellen Bussert reported that OKRA received 10 inquiries. She said that most of them were individuals who wanted help with their business recycling issue. She said that it was really hard responding to people and that she appreciated the board and technical council’s help. Maureen Turner is in the process of putting together frequently asked questions for the inquiries. It will be very helpful.

**Product Stewardship** – Garmon Smith said that there would be a webinar on pesticide stewardship at noon that day (September 20.)

**Education** – No report was given on education. There has not been a person identified to lead. Crystal Bennett said that she would like to be added to the committee.

**Upcoming Events**

* 1. **America Recycles Day Banquet – November 13, 2091 –** Ellen Bussert said that she was in the process of filling the 4 OKRA seats. A discussion was held about whom to invite to use the tickets. It was suggested to reach out to municipal contact in Broken Arrow, Glenpool, Skiatook and Sapulpa.
	2. **KOB Environmental Excellence Celebration – November 22, 2019.** Ellen Bussert reported that OKRA has 8 tickets to this banquet. Trudi Logan, her husband, Garmon and Nancy Smith will be at the OKRA table. Bussert will work with Jeanette Nance to identify and invite legislators to fill the other 4 places.

**OKRA Technical Council –** Ellen Bussert reported that there had been a few changes on the Technical Council. Natalie Mallory has been added for composting. Scott Smith has replaced Joey Dunlap for hauling services.

**DEQ Funding Proposal –** Ellen Bussert distributed a draft of the OKRA funding proposal. The board told her to send it out for comments, clean it up and submit it to Patrick Riley at the DEQ.

**OKRA Privacy Policy –** Ellen Bussert mentioned that OKRA has yet to do that for the website and it needed to be done. Robert Pickens said that a generic one could be put together from the information Red Earth Design sent OKRA. Bussert will look into that and draft something.

**Old Business –** There was no old business.

**New Business**  - There was no new business.

**Next Board Meeting** The next board meeting with is on Friday, November 8, 2019 in Oklahoma City.

**Adjournment** – A motion to adjourn was made by Jeanette Nance. It was seconded by Maureen Turner. The motion passed.

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