

Professional Recyclers of Pennsylvania  
Board of Directors Meeting Minutes  
Ramada Inn, State College  
March 5, 2007

**Board Members Present**

Amy Mazzella di Bosco  
Kris Howdysshell  
Mike Crist  
Joanne Shafer  
Chuck Raudenbush  
Michele Nestor  
Joseph Reed  
John Yingling  
Brenda Schmidt  
Pete Previte  
Tanya McCoy-Caretti  
Don Blakesley  
Dan Grow  
Dean DeLong  
Art Feltes  
Walt Davenport

**Board Proxies Present**

Beth DeNardi  
Bob Bylone  
Charles Raabe

**PROP Staff Present**

John Frederick  
Douglas Orner  
Jennifer Allison

**PROP Members Present**

W. Edward Latinski  
Dave Varone

1. Administrative

1.1 Roll Call & Introductions— Amy Mazzella di Bosco

- a. It was decided that there was a quorum.
- b. Amy Mazzella di Bosco called the meeting to order at 10:40 am.  
Attendees introduced themselves.

1.2 Approval of January Minutes

- a. The January Board Meeting Minutes had been previously e-mailed to all of the Board Members and Board Proxies for review.
- b. Art Feltes noted that in the Generative Discussion section, the phrase “potential unfounded mandates” should be replaced with “potential unfunded mandates”.

**Motion:** Dean DeLong moved to approve the January 2007 Board Minutes with corrections. John Yingling seconded the motion. Motion carried.

### 1.3 Financial Report

- a. Joanne Shafer reviewed the financial report as presented to the Board in the board packet. Joanne noted that the balance as of March 2, 2007 was \$150,448.76. There are two CDs, with the first containing \$25,000, and the second \$2,000 to be used for restricted scholarships.
- b. Outstanding invoices included the November and December 2006 invoices to DEP for the Certification program in the amounts of \$43,798.25 and \$41,039.15 respectively, and one remaining invoice for R.W. Beck of \$155.
- c. Joanne also noted that the savings account figure did not reflect the most recent \$1,000 anonymous restricted scholarship donation. The funds are being held there until they can be moved to the scholarship CD.

**Motion:** Chuck Raudenbush moved to accept the anonymous scholarship donation. Dean DeLong seconded the motion. Motion carried.

**Motion:** Joseph Reed move to segregate the scholarship funds within the savings account until it can be transferred to the scholarship CD. Mike Crist seconded the motion. Motion carried.

**Motion:** Chuck Raudenbush moved to approve the Financial Report. Mike Crist seconded the motion. Motion carried.

- d. Joanne Shafer and John Frederick noted that there was no updated information yet regarding financial planning as the previous contact person has retired.

### 1.4 Correspondence

#### 1.4.1 Indiana RO Letter of Support

- a. John noted that Indiana is reinterpreting the definition of recycling to include waste-to-energy processes, an idea that PROP strongly opposes.

#### 1.4.2 Thank you Letters for Kurt Fenstermacher and Bruce Brady

- a. There was no further discussion.

#### 1.4.3 Resignation of Sandi Brown

**Motion:** Dean DeLong moved to accept Sandi Brown's resignation with regret. Don Blakesley seconded the motion. Motion carried.

## 1.5 Board Reorganization

John Frederick had previously sent an updated list of Board seats to the Executive Committee.

1.5.1 The Executive Committee recommended the open Board seats be filled as follows:

- Northcentral Region – Michele Nestor
- Northeast Region – Sue Mancino
- Southeast Region – Dan Grow

Amy Mazzella di Bosco stated that all three nominees had been contacted and are willing to serve. She also opened the floor for additional nominations.

**Motion:** John Yingling moved to close the floor. Dean DeLong seconded the motion. Motion carried.

**Motion:** Joanne Schafer moved to accept the Executive Committee's recommendations for nominations. Brenda Schmidt seconded the motion. Motion carried.

Joanne Shafer noted that appointments are immediate and that those in attendance may immediately act in that capacity.

## 2. Consent Agenda

- a. Walt Davenport moved to remove the Finance & Fundraising report off the consent agenda.
- b. Joanne Shafer moved to remove the NRC/ROC Committee report and the Recycling Markets Center report from the consent agenda.
- c. Amy Mazzella di Bosco moved to remove the Executive/Personnel Committee's report from the consent agenda.

**Motion:** Dean DeLong moved to approve the consent agenda. Don Blakesly seconded the motion. Motion carried.

### 2.1 Executive/Personnel Committee Report

- a. Amy Mazzella di Bosco noted that a correction should be made where she had typed "confederate flag"; it should have been "colonial flag".

### 2.2 Finance & Fundraising

- a. Walt Davenport noted that there had been previous discussion regarding a Board sponsored luncheon at the conference. Walt and John Frederick were

going to look into the legalities of county officials donating funds for the luncheon. John Frederick stated that the PROP attorney seemed to think that it would not be a problem, though John Yingling stated that the county attorney seemed to think there may be. John Yingling suggested that the Lycoming County attorney should speak directly with the PROP attorney to discuss details. Walt will also try to look in to the 990s of other organizations. The issue is to be clarified by the May Board meeting to allow planning time before the conference.

### 2.3 NRC/ROC Committee

- a. John Frederick and Joanne Shafer attended the ROC meeting in Chicago. The NRC and ROs are renegotiating contracts. Joanne stated that the ROs voted to move forward with the agreement as recommended by the sub-committee. There were no major changes, just deletions to eliminate things that the NRC and ROs were not doing, to simplify reporting and billing. It is now in the hands of the NRC Board.

### 2.4 Recycling Markets Center Report

- a. Joanne Shafer noted that PROP was a stakeholder in the startup of the Recycling Markets Center, and that there has been no Executive Director since August. On the 1<sup>st</sup> of March, Bob Bylone was appointed Executive Director. Joanne asked that all Board members provide any support that Bob may need so that the work of the Recycling Markets Center may move forward. Bob Bylone expressed his thanks to those that have been helpful in the transition and mentioned that he hopes to soon be able to announce a big new project.

## 3. Old Business

### 3.1 Certification Program Proposals

- a. John Frederick reported that certification program proposals had been sent to Missouri and Texas. One has also now been sent to California. Missouri and Texas have both made progress: Texas has preliminary commitment to funding from the state to implement their certification program. PROP is optimistic that these will pan out, and allow diversification of income in anticipation of future cuts in funding coming from DEP. Joanne Shafer noted that Missouri's progress will be temporarily on hold, as the conference chair moved on to another job.
- b. John Frederick also reported that the agreement for contract extension with Pennsylvania DEP arrived. It was signed and went out with the Monday mail. There were no changes to the agreement and funding was left at the previous year's level.

### 3.2 Waste Watchers

- a. John Frederick reported that the Waste Watchers applications are out and have been posted to the website. The goal is to have counties recommend their best municipalities, institutions, and industries. PROP is hopeful that this will bring in enough applications for 100 award winners. The application has been streamlined so that it is simpler for the applicant, and the committee will make the decision regarding placement of the applicant in the appropriate category(ies).
- b. PROP is partnering with SWANA regarding the recognition/awards luncheon at the SWANA/ PWIA conference in September. For winners that cannot make it to the conference in September, PROP will provide the option to have their recognition ceremony at the PROP conference in August. SWANA and PWIA also help to cover the cost of the award plaques.

### 3.3 Strategic Plan

- a. Art Feltes stated that he had incorporated the recommended changes from the retreat and evaluation into the current version of the Strategic Plan to eliminate several pages.
- b. There was an obstacle with the Committee Chair summit, so Art recommended that the summit be moved toward the end of the year, so that the results would be available for review before the Board retreat. Amy Mazzella di Bosco recommended that the summit actually be the day before the Board retreat to allow for ease of travel for those who now have travel restrictions. The Board retreat was tentatively scheduled in State College for November 13-14, with a half-day summit early on the 13<sup>th</sup>.

### 3.4 Administrative Fees Update

John Frederick reported that while PROP is opposed to the governor's 275 fee intended to fund for the hazardous sites cleanup program and to help reduce the debt service on the Growing Greener program, there is another piece of legislation in the works that PROP would like to be able to support.

Discussion included:

- Tanya McCoy-Caretti recommended that the Thursday SWAC meeting should be attended by PROP, as the administrative fees were on the discussion agenda and many PROP members are affected by the fees.
- John Frederick reported that Mark Brown is working on a piece of legislation in cooperation with Representative Scavello. John has worked with Mark to help craft the verbage in the piece of legislation. R. Scavello is now asking for co-sponsors in the House. Board members had previously received copies of the legislation with the Board Packet.

- John Frederick would like to be able to contact all PROP members via electronic memo, asking them to contact their representatives and sign on.
- Art Feltes noted concerns regarding the terminology in section 2ii, and questioned whether this may indicate forced fee increases.
- On behalf of the Government Liaison Committee, Tanya McCoy-Caretti recommended that PROP not fully support the new piece of legislation until it gains further support in the house. She also recommended that PROP wait until support is given by CCAP and SWAC during the Thursday and Friday meetings.

**Motion:** Joseph Reed moved to give John Frederick permission to go forward with PROP's support of the bill, pending the support of all entities involved in the negotiation. Mike Crist seconded the motion. Motion carried.

#### 4. New Business

##### 4.1 Committee Chair Opening

###### 4.1.1 Media Committee

- a. The Media Committee Chair position is still open. If anyone knows someone who may be interested in filling the position, please contact John Frederick.

##### 4.2 Legislative Day – April 2007

- a. John Frederick noted that Legislative Day had been set for April 17, 2007 and a "save the date" email had gone out Monday morning. The event is designed to allow members to get to know their legislators. After discussion, the consensus was to send out a form that each member could personalize to his/her own legislators.
- b. Joanne Shafer suggested that members should begin to put together fact sheets soon, as legislators often respond well to this method.
- c. Various comments were made suggesting wording corrections in the Legislative Day brochure. The brochure will be revised; a mini-version will be mailed with the upcoming PROPonent newsletter and the full-format will go out as a separate mailing.

##### 4.3 Staff Evaluations

- a. Amy Mazzella di Bosco requested that staff evaluations be completed before the May Board meeting. John Frederick is to complete the staff evaluations, and the Board is to complete the Executive Director's evaluation. Amy will assist Kris Howdysshell in compiling the information before the Board meeting.

5. Good of the Order and Adjournment

- a. The next meeting of the PROP Board of Directors will be May 14th in the same location at the Ramada Inn, State College.
- b. The next meeting will include discussion of the 2007 budget.
- c. The next Board Packet will also include Project Analyses for the York County and Altoona projects.

**Motion: Chuck Raudenbush moved to adjourn. John Yingling seconded the motion. Motion carried.**

- d. President Amy Mazzella di Bosco adjourned the meeting at 2:00 pm.

Respectfully Submitted,  
Jennifer Allison  
PROP Administrative Assistant

*These minutes are reflective of the happenings of this meeting; however, they may not reflect the order in which they occur.*