

**Professional Recyclers of Pennsylvania (PROP)
Board of Director's Annual Retreat Meeting
November 15, 2005
Ramada Conference Center, State College, PA**

Board Members Participating

Jan Arnold
Julie Burt
Mike Crist
Walt Davenport
Art Feltes
Kurt Fenstermacher

Amy Mazzella di Bosco
Pete Previte
Lori Robson
Brenda Schmidt
Joanne Shafer
John Yingling

Guests/Proxies Participating

Dan Grow
W. Ed Latinski
Ric Laudenslager

Executive Director -

John Frederick

Prop Staff

Amy Cicchillo
Barb Koehle
Becky Miller
Doug Orner

I. Administrative

A. Roll Call

Lori Robson called the meeting to order at 1:10 p.m.

B. Approval of Minutes

The September 2005 Board minutes were emailed to Board members and Proxies for review.

Motion

W. Ed Latinski moved to approve the September 2005 minutes. Art Feltes seconded the motion. Motion carried.

C. Financial Report

Joanne reported there was no formal Treasurers report in the board packets. With the switch over to the new accounting program, there is a small glitch that will be resolved in December. Joanne asked for approval on the report of cash receipts and cash disbursements.

Motion

W. Ed Latinski made a motion to approve the abbreviated financial report. Brenda Schmidt seconded the motion. Motion carried.

D. Correspondence

A letter of resignation was received from Don Blakesley.

Motion

John Yingling made a motion to accept Don's letter of resignation with regret. Julie Burt seconded the motion. Motion carried.

John requested a letter of thanks be sent for Don's dedicated years of service.

II. Reports

A. President's Report

No report was given

B. Executive Director's Report

Nothing additional to add.

C. Professional Certification Coordinator

Nothing additional to add.

D. Electronic Education & Outreach Coordinator

Doug added that the beta tests have started. Tim Breneisen is doing the testing.

III. Committee Reports

- A. College & University Committee
Ric reported that there will be a committee meeting December 7th at Temple University.
- B. Conference Committee
There was no additional report given. After a lengthy discussion on whether lodging should be included with your conference registration, it was voted to leave lodging out of the registration.

Motion

Kurt made a motion to not include lodging with this year's conference registration. Brenda Schmidt seconded the motion. Motion carried. Dan Grow opposed the motion and W. Edward Latinski abstained from voting on the motion.

IV. Project Reports

- A. Recycling Market Center
John reported a proposal was submitted. Warren is optimistic the proposal will bring some work to PROP the beginning of next year.
- B. Waste Watchers
Marissa will be taking charge of this project.
- C. .Keep PA Beautiful
John reported with Amy's departure, he attended the last meeting and annual get together. He hopes Marissa will continue to be as active as Amy was. J
- D. Gannet Fleming Technical Assistance
John reported Lackawanna College is subcontracting to help with the York County work. John added he finished up the survey work for the Altoona Project.
- E. RW Beck Market Related Work
John reported he his hoping Marissa will be able to help with this.
- F. Manufactured Soils Conference
John reported the committee is doing a wonderful job. The conference will be held at the Ramada in February.

V. Old Business

- A. Subcontract and Project Discussions
John passed out the contract for review. He added he hopes to have the contract approved at the January meeting. Any comments should be sent to John.
- B. Legislative Issues
HB 1902 – John commented he has tried to keep everyone informed via email. HB 1902 was moved out of committee and sent to appropriations because of the financial element attached to it. The feeling is to have an environmental and agriculture week. Pay raise issue was put it on hold. There is no problem in the house holding this.
- C. Plan Adoption

Baird is going to type up the notes and forward to Kurt. Kurt will then distribute them to the board and committee chairs.

Motion

Walt Davenport made a motion to accept Baird's recommendation for PROP to proceed with finalizing the strategic plan. John Yingling seconded the motion. Motion carried.

- D. Staff restructuring plan – staff members were asked to leave.

Motion

Motion was first and seconded to approve the staff restructuring plan with changes as recommended by the Board pending review of the solicitor with final approval by the Executive Committee. Motion carried.

- E. Executive Director's Action Plan

Motion

John Yingling made a motion to accept the Executive Director's Action Plan as presented with changes. He should provide a one page executive summary, continue to give feedback and should be used as part of annual evaluation. W. Ed Latinski seconded the motion. Motion carried.

VI. New Business

A. Election of Board Officers

Motion

Lori Robson made a motion to open the floor for nominations of Executive Committee officers. Walt Davenport seconded the motion. Motion carried.

The floor was opened for nominations for President

Joanne Shafer nominated Kurt Fenstermacher for President.

Ed Latinski moved to close the nominations. Lori Robson seconded the movement.

The floor was opened for nominations for Vice President

Jan Arnold nominated Brenda Schmidt.

Lori Robson nominated Mike Crist

Ed Latinski moved to close the nominations. Joanne Shafer seconded the movement.

The floor was opened for nominations for Secretary

Kurt Fenstermacher nominated Amy Mazzella di Bosco

John Yingling moved to close the nominations. Mike Crist seconded the movement.

Kurt nominated Amy Mazzella di Bosco

The floor was opened for nominations for treasurer

Kurt Fenstermacher nominated Joanne Shafer

Ed Latinski moved to close the nominations. Walt Davenport seconded the movement.

John noted that there was still an open seat on the Executive Committee and opened the floor for nominations.

Kurt nominated Chuck Raudenbush.

John Yingling moved to close the nominations. Ed seconded the movement.

The board then cast a vote for Vice President. The winner was Mike Crist.

Dates were set for 2006 Board Meetings.

2006, January 9th
March 13
May 8
July 24th
Sept. 11
Nov. Tba

The meeting location will be determined at a later date and will be included with your board packet prior to the meeting.

Kurt commented that there are 22 committees. He is going to review them and see which committees need help. This discussion was tabled until the January board meeting.

With no further business to discuss, Joanne Shafer made a motion to adjourn the meeting. Art Feltes seconded the motion. Motion carried.

Respectfully Submitted,
Becky Miller
Office Manager

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