

Professional Recyclers of Pennsylvania (PROP)  
Board of Director's Meeting  
January 9, 2006  
Ramada Conference Center, State College, PA

Board Members Participating

Jan Arnold  
Bruce Brady  
Sandi Brown  
Walt Davenport  
Dean D.W. DeLong  
Art Feltes  
Kurt Fenstermacher  
Kris Howdyshell

Amy Mazzella di Bosco  
Tanya McCoy-Caretti  
Joseph Nardone  
Chuck Raudenbush  
Brenda Schmidt  
Joanne Shafer  
John D. Yingling

Guests/Proxies Participating

Jodi Brennan  
Dan Grow  
Jim Garthe  
Skip Raabe

Executive Director

John Frederick

PROP Staff

Jill Reigh

I. Administrative

A. Roll Call

Kurt Fenstermacher called the meeting to order at 10:00 a.m.

B. Approval of Minutes

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

One correction noted to Don Blakesley's Letter of Resignation: add "regrets" to end of Motion sentence.

Other correction noted that Dan Grow should be listed as Proxy, not Board member.

Motion

Joanne Shafer moved to approve the November 2005 minutes. Sandi Brown seconded the motion. Motion carried.

C. Financial Report

Joanne Shafer reported outstanding invoices from October and November to DEP estimated at about \$70,000. PROP currently working on November and December invoices to go out. The conference comparison is not in packet. We hope to that to you by the next Board meeting.

John Frederick noted that several membership numbers are lower than actual due to the report only being for three months. Some numbers are actually at or higher than budgeted.

Motion

Amy Mazzella di Bosco moved to approve the financial report. Walt Davenport seconded the motion. Motion carried.

D. Correspondence

A letter of resignation was received from Lori Robson.

Motion

Walt Davenport moved to accept Lori's resignation with regret. Amy seconded the motion. Motion carried.

Joanne requested a letter of thanks be sent to Lori for her service.

Rick Schlauder will be tendering his verbal resignation. He will be out the area for most of the meetings this year.

Motion

Chuck Raudenbush moved to accept Rick's verbal resignation. Joanne Shafer seconded the motion. Motion carried.

II. Reports

A. President's Report

Kurt noted that the email sent by John Frederick on Kurt's behalf to announce the Board meeting dates for 2006 was meant to deal with issues about attendance toward the end of last year and is meant to set the record straight beginning in January and going forward.

B. Executive Director's Report

Office renovations underway and two additional telephone lines are being added. Staff restructuring is going well. The website concept of a "members only" section is now underway. The membership database is being upgraded.

John gave Board members a membership list by county to use for contacting members and potential members in their area. He also requested that updates be sent to the office.

C. Professional Certification Coordinator

Nothing additional to add.

D. Electronic Education & Outreach Coordinator/IT Manager

Nothing additional to add.

E. Program Manager

Art Feltes wanted to be sure that Committees responsibilities are clarified with Marissa. John Frederick explained that has been resolved.

F. Communications Manager

Nothing additional to add.

Art Feltes requested that all PROP staff reports be submitted with staff member name and signature at bottom of report for ease of identification.

III. Committee Reports

A. Media Committee

With Lori Robson's resignation, the Media chair post is open.

B. Education Committee

Brenda Schmidt inquired need for Project Proposal Forms on two grants in process. After discussion, Brenda will proceed with grants.

Motion

Joanne Shafer made a motion to approve the grants. Art Feltes seconded the motion.  
Motion carried.

C. Professional Certification Committee

Joanne added that working with NRC and others nationally on checking out our online courses. We are still waiting for approval from DEP on next contract year. The current contract ends the end of February. We are working diligently with DEP on breaking roadblocks.

D. Data Management Committee

The Board welcomes Ellen Keefe as new chairperson.

E. Conference Committee

John Frederick handed out draft of brochure for annual conference. Goal is to send first mailing the end of January. We may do booklets for both attendees and/or vendors.

F. Government Liaison Committee

John discussed two legislative issues:

- H.B. 1902: There will be one last series of amendments to pacify the Pennsylvania State Association of Township Supervisors. The sunset proposal is out. Discussion followed concerning the passage of 1902. John added that the administrative fee issue may help 1902 move somewhere because there is an understanding that financial difficulties confront quite a few places statewide.

- Administrative Fees: Tough sell because it is newly authorized. Propeller newsletter that was sent in late December to contained a survey to county recycling coordinators concerning use of administrative fees.

It was also noted that Environmental Week has been tentatively moved to the week of January 30, 2006.

G. Organics Council

No report. John added that the Manufactured Soils Conference in February is moving along with registrations sent out before Christmas.

H. Markets Council

Meeting was held Friday, January 6, 2006.

I. Other Committee Discussions

Joanne will be attending the Recycling Organization Council Conference in Dallas along with the NRC and RO. During the conference, she will also attend State Coordinator's meeting for America Recycles Day.

Media Committee chair position is now open. Kurt noted that Waste Watchers, Universal Waste, Organics Education, Nomination and Board Development, Markets and Finance and Fundraising committee chair positions are still open.

The following committees now have a chairperson:

Bylaws Committee – Chuck Rowdabush, Chairperson

Membership Development Committee – Bruce Brady, Chairperson

Planning Committee – Art Feltes

IV. Project Reports

#### A. Recycling Market Center

Joanne reported that the project proposal John and Warren Weaver submitted is at a standstill, but she remains confident that details will be worked out. She also noted that funding for the RMC is directly threatened.

##### Motion

Chuck Raudenbush made a motion to reiterate support for RMC. Dean DeLong seconded the motion. Motion carried. A letter will be sent.

#### B. Waste Watchers

Marissa has sent a press release and plaques in mid-December. Art, Joanne and Jan didn't receive anything. Dan did receive it.

#### C. Keep PA Beautiful

John noted that PROP is contributing materials to an online resource toolkit, including an illegal dump survey.

#### D. Gannett Fleming Technical Assistance

Subcontract work going well.

#### E. R.W. Beck Market Related Work

Recycling Facility survey subcontractor work to develop a certification class was shown to Board members.

### V. Old Business

#### A. Subcontract and Project Discussions

John passed the contract copy to members for discussion. John Yingling recommended that the PROP solicitor review the document. Discussion continued on various points that need clarification. Changes discussed will be made, sent to the solicitor and will bring back to Board for review at March meeting to be held again at Ramada Conference Center, State College.

#### B. Strategic Plan

Art noted that they do not yet have a document. He will talk individually about measurable goals and hopes to have a draft for next meeting.

### VI. New Business

#### A. Committee Chair Summit

Brenda was appointed as Committee Chair Summit chairperson. Brenda noted that summit is set for March 8, 2006 with details to be announced.

#### B. Board position openings

##### Motion

Brenda moved to put Bruce Brady in position of North Central region as runner-up in election. Joanne seconded the motion. Motion carried. Congratulations to Bruce.

Northwest region 2006 public sector position is still open. Names of interested persons are needed.

Private sector 2006 position nominations:

Art nominates Rick Laudenslager, Sandi seconded the motion.

Brenda nominates Michelle Nester, Bruce seconded the motion.

Walt nominates Tanya. Joe seconded the motion.

Nominations closed. Secret ballot was conducted. Jim Garthe collected written votes.

John and Jim counted the votes. Congratulations to Tanya.

#### C. Other

Chuck discussed need for clear policy on attendance.

Dean alerted members about “Planet Aid” clothing deal.

John noted four events upcoming:

1. Northeast Recycling Council spring meeting in Philadelphia March 21 & 22<sup>nd</sup>.
2. Pennsylvania Association of Environmental Educators in Antiochian Village, March 24<sup>th</sup> – 26<sup>th</sup>.
3. Manufactured Soils Conference in State College, February 22 & 23<sup>rd</sup>.
4. Plastics Conference in Orlando February 14 & 15<sup>th</sup>. PROP members can get \$25 off registration cost.

With no further business to discuss, John Frederick made a motion to adjourn the meeting. Art Feltes seconded the motion. Motion carried. Meeting was adjourned at 1:20 p.m.

Respectfully Submitted,  
Jill Reigh  
Communications Manager

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