

**Professional Recyclers of Pennsylvania (PROP)
Board of Director's Meeting
March 7, 2005
Via Conference Call**

Board Members Participating

Don Blakesley	Kathy Keller-Mielke
Sandi Brown	Pete Previte
Julie Burt	Chuck Raudenbush
Walt Davenport	Lori Robson
Dean DeLong	Joanne Shafer
Kurt Fenstermacher	

Guests/Proxies Participating

Jill Boozer
Brenda Schmidt

Executive Director - John Frederick

Prop Staff
Becky Miller

I. Administrative

A. Roll Call & Introductions

Vice President Lori Robson called the meeting to order at 10:00 a.m. and determined a quorum at 10:15 a.m. President Chuck Raudenbush joined the call at a later time and then presided over the meeting.

B. Approval of Minutes

John Frederick indicated that the motion under the Education committee should read, "Tanya McCoy-Caretti made a motion to authorize the Education Committee's Environmental Education Grant Pre-Applications". Kurt Fenstermacher seconded the motion and the motion carried.

Motion

Joanne Shafer moved to approve the minutes per John's amendment. Kathy Keller-Mielke seconded the motion. Motion carried.

Dean DeLong & Ed Latinski abstained from the motion because of their absence at the January Board meeting.

C. Financial Report

Joanne reported the checkbook balance is \$86,673.43. Joanne added two new higher interest bearing savings accounts in the amount of \$25,000 each were opened. The three month commercial deposit accounts introductory interest rate is 2.5%. Our average checking account balance has been between \$80,000 & \$90,000, so we felt we could pay our bills with what was coming in and try to make our money earn a little more interest at the same time. John added these accounts are liquid if we need the funds. Joanne added we will continue to look at rates when these accounts come due.

There were no conference receipts this period so a conference comparison will be available at the next meeting.

Motion

Dean DeLong moved to approve the Treasurer's report. Sandi Brown seconded the motion. Motion carried.

Motion

Joanne moved for authorization for the Board Treasurer, Executive Director & Office Manager to shop the business accounts for the best business rate and act as necessary. Dean DeLong seconded the motion. Motion carried.

Joanne reported about 1 1/2 years ago PROP received an anonymous \$1,000 donation to be set aside to use for the purpose of certification scholarships. She received another \$1,000 anonymous donation for the certification scholarship fund.

Motion

Joanne moved to have the additional \$1,000 anonymous donation be set aside by resolution in the PROP general fund for the purpose of a certification scholarship. Kathy Keller-Mielke seconded the motion. Motion carried.

Lori Robson requested the anonymous donator be thanked.

1. Preliminary 05/06 Budget Discussion

John reported he would like the Board to make recommendations to him or Joanne so they can prepare the draft budget for FY 05/06 for the May Board meeting. Discussion was held on having a preliminary framework sent to the Board after the March 14th Strategic Planning Session.

II. Reports

A. President

No report was given.

B. Staff Reports

1. Executive Director

John reported a lot of time the last 3 to 4 weeks has been spent on legislative issues. The conference early bird registration form was mailed out. A second exhibitor mailing will be going out shortly. John reported on a meeting scheduled with Secretary McGinty for March 14th. He also reported on the Executive Director's Workshop he attended in Minnesota. He said The Institute For Conservation Leadership runs a fine workshop and that it was interesting and insightful to sit with a group of environmental organizations facing the same challenges as PROP.

2. Certification Coordinator

A written report was included.

3. Technical Assistance Coordinator

A written report was included

4. Electronic Education and Outreach Coordinator

A written report was included

III. Committee Reports & Discussions

A. Communications & Outreach Council

1. Municipal Recycling Committee

A written report was included

B. Education Council

1. Education Committee

Brenda reported at the last Board meeting, the Board approved the EE grant pre-application. The Education Committee received a letter stating they qualify to apply for the grant. Brenda noted while they didn't receive the \$10,000 grant, they did receive the \$1,500 grant, which will help defray the costs of filling the education trunks. Brenda asked the Board for approval to submit the grant application.

Motion

Dean DeLong approved for the Education committee to submit the EE grant application. Don Blakesley seconded the motion. Motion carried.

2. Professional Certification Committee

Joanne reported we have an executed contract, which runs from February 2005 – February 2006. We are moving forward with plans for sustainability. Joanne also reported she and John met with Larry Holley and Evelyn D'Elia and got some major concerns out of the way. Joanne added they got the approval from the department to raise the rate for non-members.

2005/2006 Certification Course Rates

	Member Rate	Non-Member Rate
Half Day Class	\$39.00	\$135.00
Full Day Class	\$59.00	\$155.00
Two Day Class	\$99.00	\$195.00

Motion

Joanne Shafer made a motion to structure the certification program rate structure with an open end to give the Certification committee latitude to adjust the rates as they seem fit. Julie Burt seconded the motion. Motion carried.

John added the Department gave their approval to pursue sponsorships when appropriate. John commented since there is more and more committee involvement in the certification program and the conference, if something comes up and one committee is going in a different direction please talk with staff or the committee chair to get things worked out.

C. Government Council

1. Government Liaison Committee

a. Reauthorization or Grant Funding Issues

Discussion was held about the short-term and long-term direction PROP should take with regards to the Reauthorization of the Recycling Fee and Grant Funds.

John shared with the board about a legislator phone blitz discussion he had at the workshop he attended. Chuck suggested John get more specific information about it. Joanne recommended the Government Liaison Committee Chair look into it.

John reported on the legal situation centering around the use of Administrative Recycling Fees being charged in Lycoming County. A lengthy discussion followed. Dean DeLong encouraged PROP to take a position in support of county plans. Joanne suggested the Board direct John to come up with a plan with the assistance of Dean DeLong, Tanya McCoy Caretti and John Brosious and then send an email to the Board. Chuck suggested John also check with PROP's legal council to see what the cost will be to do this. Kurt Fenstermacher updated the Board on Lehigh County's standpoint. Kurt stated if PROP is going to file a brief in support of one or another cause, to remember each one is going to be different. John was charged with sorting everything out and then updating the Board via email. The Board will then take a vote at the May Board meeting.

b. Legislative Day

John reported May 10th has been scheduled for Legislative Day. The general consensus was that legislative day would follow a slightly different agenda than in previous years. It is important to concentrate on the key legislators mentioned at the last board meeting. We need to try very hard to get our local constituents for those key legislators and make schedule appointments for legislative day. We should even try to get them information ahead of time and make this a well coordinated effort. Details were discussed.

c. Lobbyist

John commented he felt we needed to explore this further and asked for direction on how to proceed. Lori Robson commented she felt it was up to the Government Liaison Committee to discuss the duties of a lobbyist and then identify people who could do that. Dean DeLong suggested putting together an RFP and see what the outcome is. John said he thought it might be good to talk to someone from PMAA or other similar organizations and see what their experiences have been. Chuck reported he has had three (3) individuals from Harrisburg contact him and share that they would like to talk with PROP. Chuck will forward the information to John so he can follow up with it.

Joanne Shafer asked if it would make more sense to have John continue as lobbyist rather than try to bring someone else up to speed, then we could hire out some of John's other work. A brief discussion followed.

D. Markets Council

1. Organics Recycling Committee

John reported that Jim Bednarski is heading up the Composting Markets Committee. John said they had a very productive meeting and he feels very good about where they are going. The Organics Council will meet in Lycoming County in April. Committee members are continuing to grow. A written report was also included.

2. Universal Waste / HHW Committee

Dean DeLong asked what the difference was between disposing of items from a house versus disposing of them from a business or organization. Kurt explained the difference then noted that the committee is looking at updating the differences between household hazardous waste and hazardous waste. A written report was also included.

D. Other Committee Announcements

Joanne Shafer reported she was to attend the NRC/ROC meeting in New Mexico and for personal reasons, wasn't able. She thanked John for putting together a presentation to be presented in her absence. Joanne said she is hoping the presentation will be a revenue source for PROP under Certification.

Lori Robson reported the Media Committee had a meeting after the deadline to submit board meeting material. Lori said they are working on putting together the next issue of the magazine. They discussed funding issues, cutting costs and raising more advertising. She shared with the Board that they would be solicited for a list of potential advertisers in their area. John added we will again be offering a discount to those advertisers who would like to advertise in the magazine and conference program book. Lori reported they chose the same theme for the magazine as the Conference...Quality Does Matter.

IV. Project Reports

A. Markets Center Update

John reported Joanne Shafer attended the Recycling Market Center Meeting. He noted that they have floated an RFP for website services. John said he felt it would be in PROP's best interest to respond. He said we are already doing some of the things they are asking for. After looking over the proposal, he commented it would behoove PROP to add a technical partner. Doug contacted JPL in Harrisburg and they have given their preliminary interest to pursue this together further. John asked for the Board's permission to submit a proposal to do the website work. John said he has discussed with Doug how to rearrange his already full plate.

Motion

Dean DeLong made a motion to submit a proposal to do website service for the Recycling Market Center. Don Blakesley seconded the motion. Motion carried.

Joanne Shafer reported that the Recycling Market Center Board is soliciting for an Executive Director. Joanne asked the Board to encourage anyone they know that might be interested to apply.

B. Waste Watchers

John reported the 2005 application will be due May 20th. He noted that this year's is early and last year's was late so they are bumping into each other. Applications will be coming out soon. We're hoping to bring the number back up to 100 award winners.

Chuck asked if Jim Warner's, President of the Keystone Chapter of SWANA, concerns were addressed. John replied he reassured Jim of PROP's position related to Waste Watchers.

C. Great PA Cleanup

John reported there has been some confusion with some people as far as DEP and KPB's hopes & intentions for this program and public facilities. Joanne Shafer commented she had a discussion with Larry Holley about what we needed to do in order to reach the public facility. Larry assured Joanne it would be taken care of by February 29th and it hasn't been as of yet. John said he and Amy Farkas will talk with the committee and see if there is anything they can do.

D. Forest Lands Beautification

Kathy Keller-Mielke asked how things were coming with the Presque Isle Project. John gave the board a brief background on the project. He added the original meeting was changed to a conference call due to inclement weather. Kathy asked when the next meeting was and how are things proceeding. Joanne Shafer reported she and Amy Farkas participated in the conference call. Presque Isle is anxious to improve and

get other things rolling. She added Presque Isle was given some tasks to do and then they are to get back with some additional information. PA CleanWays is spearheading the arrangements. Joanne added that it will be a 2 phase project. Joanne noted that Presque Isle is already doing a very good job compared to what they have seen in other parks. John added that Amy Farkas will forward a summary and notes to Kathy & Joanne.

V. Old Business

A. Strategic Planning Evaluation

John reported that he and Barb Sherlock are planning to have a conference call later today and invited Kurt Fenstermacher to join them. Joanne said she would like to continue to move forward with the process and come out of Monday's meeting with some kind of focus and recommendation of where to go from here. Once the plan is complete, what should we do to make sure we are implementing it. Julie Burt commented that the committees should set goals and work towards those goals.

VI. New Business

A. Lackawanna County Recycling Facility

Chuck Raudenbush asked if anyone knew the status of the Lackawanna County Recycling Facility being sold. Dean noted that it is his understanding that Louis DeNaples, Kestone Sanitary Landfill, has been asked to take over the operation of the facility with the full intention of buying it. He added they are currently in a five year lease. Joanne said we need to keep on top of this because of the grant implications.

B. SWANA Regional Keystone Mid-Atlantic Rodeo

Chuck reported SWANA' Rodeo will be held in April this year. Chuck noted that PROP is going to set up a booth and he feels there is a lot of potential to pick up new members and vendors for the PROP conference in July. Amy Farkas will be attending for PROP.

C. PAEE

Chuck reported while presenting a Waste Watcher Award, he was seated next to Judith Gratz of PAEE. Chuck said she questioned why PROP wasn't active in PAEE. John reported that through the Education Committee, there are people active in PAEE. Education Committee members went to PAEE's last meeting and found out the PAEE was somewhat disheveled. Doug offered to help them get back on their feet because he felt it would be productive for PROP to have some involvement.

With no further business to discuss, the meeting was adjourned at 12:35 p.m.

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.