

Professional Recyclers of Pennsylvania
Board of Directors Meeting Minutes
Radisson Valley Forge Hotel, King of Prussia
July 30, 2007

Board Members Present

Amy Mazella di Bosco
Kris Howdyshell
Joanne Shafer
Chuck Raudenbush
Sue Mancino
Joe Nardone
Michele Nestor
Art Feltes
Tanya McCoy-Caretti
John Yingling
Pete Previte
Walt Davenport

Board Proxies Present

Duane Dellecker
Patti Hinkle

PROP Staff Present

John Frederick
Jennifer Allison

PROP Members Present

Bob Bylone
Barbara Giovagnoli
Nancy Fromnick
Steve Deasy
Lori Robson

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 5:42 p.m. Attendees introduced themselves.

1.2 Approval of May Minutes

- a. The May Board Meeting Minutes had been previously e-mailed to all of the Board Members and Board Proxies for review.

Motion: Chuck Raudenbush moved to approve the May 2007 Board Minutes as presented to the Board. John Yingling seconded the motion. Motion carried.

1.3 Financial Report – Joanne Shafer

- a. Joanne reviewed the financial report as presented to the Board in the board packet. Joanne stated that the checking account balance as of July 30, 2007 was \$117,676.01 and the savings account balance was \$52,246.46. There were two CDs, with the first containing \$25,000 with \$798.79 interest accrued year-to-date, the second containing \$2,000 with \$63.90 interest accrued year-to-date. Joanne also noted the CDs would mature in August. A correction was made to reflect the fact that the CDs would mature in December 2007.
- b. Art Feltes questioned how the conference would impact the finances. John Frederick said that he would hesitate to guess regarding the financial impact because several sponsorships were received late. He also mentioned that there were many last minute attendee registrations.

Motion: Chuck Raudenbush moved to approve the financial report subject to audit. Walt Davenport seconded the motion. Motion carried.

1.4 Correspondence

1.4.1 Jan Arnold's Resignation

Motion: Art Feltes moved to accept Jan Arnold's resignation with regrets and a letter of appreciation for service to the Board. Duane Dellecker seconded the motion. Motion carried.

1.4.2 Don Blakesley's Resignation

- a. Amy Mazzella di Bosco explained that Don Blakesley had delivered a resignation letter, dated July 29th, to her just prior to the meeting. In the letter he expressed his concern that the direction of the Board no longer matched his own vision for the organization, and as such, he decided to resign.

Discussion included:

- When the vacant position would be up for election
- The Board's desire to know the reason for Don's resignation.
- Whether the Board should accept the resignation without knowledge of the precise issue.
- The idea of an exit interview, and who should handle it.

Motion: Joanne Shafer moved to accept Don Blakesley's resignation with deep regrets and a letter of thanks. Walt Davenport seconded the motion. Motion carried, with Chuck Raudenbush opposed.

- b. At the Board's recommendation, Brenda Schmidt will be asked to approach Don because she is also from the northeast region. Amy Mazzella di Bosco, as the Board President will also speak with Don in order to allow him to voice his concerns.
- c. The position previously held by Don Blakesley will not be open for election until 2008, so the Board should appoint a new member to that position for the remaining portion of the term.

2. Consent Agenda

- a. Joanne Shafer moved to remove the Certification Committee report from the Consent Agenda.

Motion: Duane Dellecker moved to approve the consent agenda. Sue Mancino seconded the motion. Motion carried.

2.1 Professional Certification Committee Report

- a. Joanne Shafer presented the new proposed scholarship form to the Board. She also explained that she and Amy Zuckett had met with the Scholarship Subcommittee to address the Board's previous comments. The anonymous donor did not have any input regarding a name for the program. She also clarified that this scholarship is different than the scholarship funded by DEP. This new scholarship is designed to cover one student thru the program, preferably someone not already in a recycling profession.
- b. Joanne also stated that they would like to see a review committee comprised of a DEP representative, Joanne Shafer, John Frederick, Amy Zuckett, the PROP President, and a private sector member. Discussion included:
- It was decided amongst the Board that this would be a subcommittee and does not require the Board's approval.
 - Bob Bylone also stated that he believed that the scholarship committee should be separate from the certification committee so that they cannot influence each other.
 - John Yingling observed that the committee should be set up based upon Article V of the bylaws.
 - It was decided that this separate committee would be appointed by the Board President, at that time Amy Mazzella di Bosco. The certification committee will discuss the idea and get back to the president.
- c. Joanne hoped to formally present the new Scholarship program at the Certification Graduation Ceremony on Tuesday evening, with the Board's approval of the new application.

Motion: Art Feltes noted that the scholarship program had already been announced in the summer issue of *The Pennsylvania Recycler*, but moved to give Joanne Shafer formal

permission to announce the new scholarship program at the Professional Certification Graduation Ceremony. Patti Hinkle seconded the motion. Motion carried.

- d. Joanne also proposed that the conference 50/50 raffle proceeds go to the scholarship fund.

Motion: Duane Dellecker move to designate the 50/50 proceeds to the scholarship program funds. Art Feltes seconded the motion. Motion carried.

3. Old Business

3.1 Certification program proposals

- a. John Frederick informed the Board that work has continued with the other states, but there is no commitment yet. Developments have been slow, but positive. Discussion included:
- Joanne Shafer was planning to go to Texas to try to wrap up negotiations with that state.
 - John Yingling stated his opinion that PROP should continue to pursue reciprocal programs with other states as a niche that can be filled.
 - Art Feltes also suggested that the concept should be outlined at the NRC Congress (PROP) booth and Michele Nestor also suggested approaching the NRC board again, as they appeared to be interested, but hesitant in the past.

3.2 County Fees Update

- a. John Frederick presented a bill status report regarding the county fee issue, with copies for the Board members. The report outlined several bills, including one about tip fees, which were in some way related to the county fees bill. There was also a bottle bill that Pugliese Associates believes is noteworthy. But John noted that the hazardous sites cleanup is not included in that bill.
- b. John mentioned that HB 934 and HB 1209 may have seemed redundant, but each had several good aspects that were missing from the other. Barbara McIvaine Smith, as a sponsor of one of the bills, was to be present at the conference and John expressed hopes that they would have time to discuss the matter of her bill, and the aspects that it was missing.

4. New business

4.1 2008 NRC Annual Congress and Exposition – Pittsburgh

- a. John Frederick updated the board regarding the events that had occurred.
- NRC hoped that PROP would be supportive of the 2008 Congress.
 - John and the negotiations committee had discussed past experiences with other ROCs that had hosted in the past. PROP also asked about the financial aspects of the Congress. The NRC responded that revenue possibilities include tours, host committee reception, revenue sharing on exhibitors & attendees. There seemed to be a good chance that the work would pay off for PROP. Joanne Shafer noted that from past experience she could affirm that the functions had gone well when the organizations chose to work together.
 - PROP also asked for concessions regarding registrations, where both organizations offer a percentage reduction for both the PROP conference and the NRC Congress. John believed that this will not be difficult for the staff because registrations are handled by the NRC staff.
- b. John Yingling also questioned whether additional staff would be needed to help handle the additional work related to the dual conferences.
- There was also some concern within the Board about whether PROP could provide enough volunteers to help provide for the host services. John Yingling requested that the board be provided with a report outlining the volunteer staff hours needed, and the realistic volunteer hours available amongst the staff and membership.
 - Bob Bylone declared that the Recycling Markets Center would be happy to share resources regarding tours. John Frederick acknowledged that PA Cleanways has also volunteered to host an anti-dumping workshop.
- c. Concerns were also raised regarding whether there would be some businesses that would have to choose one conference or the other. John Frederick acknowledged that there would

undeniably be some that were affected, but the goal was to give them the possibility of attending both functions.

- d. John Frederick requested the Board's blessing to continue discussions with NRC.

Motion: Joanne Shafer moved to approve the concept of PROP continuing discussions with NRC regarding the 2008 NRC Congress. Chuck Raudenbush seconded the motion. Motion carried.

- e. John Frederick also noted that DEP must be approached to support both the PROP Gettysburg conference and the NRC Congress in Pittsburgh.
- f. John Frederick also requested the Board's approval to take an additional staff person, aside from himself, to the Denver Congress this year. He and Joanne Shafer believed the cost would be around \$1,500. Amy Mazzella di Bosco inserted that Jan Arnold would likely be the staff person going along.

Motion: John Yingling moved to allow an additional staff member to be sent to the 2007 NRC Congress, due to the probability of PROP participating in the 2008 NRC Congress in Pittsburgh. Michele Nestor seconded the motion. Motion carried.

4.2 Soil Builders Event – September 2007

- a. John Frederick reported that he, Jan Arnold and Bob Bylone, along with the original event committee, had discussed doing a one day event September 2007.
- b. Bob added that the one-day event was actually an event that Rick Stehouwer was going to be hosting anyhow, but Rick had agreed to co-sponsor the event with PROP.
- c. The proposed date was the third week in September. Board members noted that it could conflict with the NRC Congress in September.

4.3 Committee Chair Vacancy

- a. Amy Mazzella di Bosco informed the Board that when Jan Arnold resigned as Board member, she also vacated the chair of the Membership Development Committee.
- b. Michele Nestor was asked to take over, and she accepted the position.
- c. John Yingling questioned whether a review should be conducted in accordance with Article 3 Section 14 of the bylaws. This was regarding whether there were members/chair persons who had not been attending meetings or missing more than two consecutive meetings. Amy said this would be taken under advisement, and a report returned to the Board in September.

5. Good of the Order and Adjournment

- a. The next meeting of the PROP Board of Directors will be at 10:00 a.m. September 10th at the Ramada Inn, State College, PA.
- b. The September meeting will have a generative discussion.

Motion: John Yingling moved to adjourn. Kris Howdyshell seconded the motion. Motion carried.

- c. President Amy Mazzella di Bosco adjourned the meeting at 8:31 p.m.

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 occurred.