



MINUTES OF THE NRC BOARD OF DIRECTORS MEETING

August 31, 2016
(Meeting held in-person and via conference call)

Approved by NRC Board of Directors at [_____]

Board Attending In-Person: Stephen Bantillo, Robert Bylone, Jack DeBell, Juri Freeman, Mark Lichtenstein, Gary Liss, Fran McPoland, Michelle Minstrell, Julie Rhodes, Antonio Rios, Will Sagar, Lisa Skumatz, Michael Van Brunt

Board on Call: John Frederick, Marjie Griek, Doug Hill, Melissa Young, and Robin Wiener

Board Not Present: Gary Bilbro, Jeffery Cooper, MaryEllen Etienne, Bob Gedert, George Dreckmann, Brent Hildebrand, Maite Quinn

Staff Present: Savannah Betkowski, NRC Staff Assistant

Guests In Person: Peter Adrien, Illinois Recycling Association; Paul England, Pratt Recycling; Terry Guerin, Murray J. Fox Trust Fund; Carey Hamilton, Indiana Recycling Coalition; David Keeling, Steel Recycling Institute; Michele Nestor, ROC Chair & Nestor Resources; Jerry Powell, Resource Recycling

Call to Order: Meeting called to order by Chair Rhodes at 12:15 pm CT.

Roll Call: Roll call by Secretary Liss. A quorum was present.

2017 Conference – Powell

A very successful negotiation occurred between Resource Recycling and a NRC working group on the 2017 Conference. Both groups are eager and appreciative of the past collaboration and look forward to the future. Resource Recycling asks for the incoming Board to determine a single point of contact, making the overall process smoother for both organizations. The RAM and SWANA organizations will also be working with RR and NRC on the 2017 Conference. The NRC gives Resource Recycling and Jerry Powell a personal thank you for the time and resources he continuously offers the NRC.

Elections Process Update – Minstrell

The 2016 NRC Board Election closed voting at 10:15am CT earlier today (8/31). The Committee is currently doing the verification process of voter IDs to confirm that voters

only voted once. Once this process is complete we will need to notify 9 individuals of the results. Once notified, a press release will publicize the results. This year was a competitive election, increasing the length and time of the notifying process.

A majority of the NRC Board believed that this 8/31/2016 Board meeting was to hear the outcome of the elections and to schedule the next Board meeting that would include electing NRC officers. The Elections Committee reported that they were not able to do as planned and would report the results to the Board and the public as soon as the elections process was completed.

Responsibilities and Roles of NRC Officers

The Policy Committee Chair, Stephen Bantillo, verbally read the roles and responsibilities of Committee and Chair positions from the NRC Bylaws, which were discussed by the NRC Board for the following positions:

- President
- Vice President (can be more than one)
- Secretary
- Honorary Board of Directors
- Executive Committee

The NRC has various Committees that are always looking for areas of growth, development, and inclusion. The NRC Board reviewed and discussed the following Committee Roles:

- Awards Committee
- Board Development Committee: This Committee handles the NRC Elections, new Board orientation and reviewing structure of Board (e.g. industry, government, nonprofits, region, etc. to reflect diversity of sectors on the Board). Works to ensure Board members serve actively per Board commitment letter.
- Bylaws Committee: This Committee has been dormant for the 2016 year. Based on the ROC discussion, there may be some items to review.
- Campus Council Committee: This Committee also helps to manage the Murray J. Fox scholarships. This Committee helps to make better connections between universities and the industry. The Committee focuses on academic research and development for the industry. The Campus Council helps to get people trained and qualified to join the industry.
- Communications Committee: Developed NRC Communications Strategy and documented what we do and could do. Main priorities of the Committee include regular communications and outreach from NRC. For example, more e-newsletters (bi-monthly instead of quarterly) and an established process for newsletters. Staff helps with all of this, especially with social media.
- Conference Committee: Provides support for NRC presence at various Conferences. Coordinates the meetings to have, and when they can be

scheduled. Room size, layout, AV needs, dates, timing are all details this Committee focuses on.

- Executive Director Position Working Group: This working group recently put together a job description, proposal to hire, and recommended triggers to search and hire.
- Finance Committee: This Committee handles putting together NRC's budgets.
- Fund Development Committee: This Committee works on fund-raising for the organization.
- Sustainable Materials Management Committee: The Board adopted a SMM Strategy that has pre-approved activities, including plans for mini-SMM Summits at RO and regional conferences.
- Strategic Planning Committee: The NRC just adopted a Strategic Plan. This is a critical time to advance the NRC's Strategic Plan.
- Markets Council Committee: This Committee was formed in December 2015. Currently developing a Summit of trade associations and RO affiliates. Looking for creative ideas and input.
- Membership Committee: This Committee looks at membership levels and works with affiliates. We help other committees develop membership benefits.
- National Standards Certification Board: This Board accredits Certified Sustainable Resource Management Professional training programs around the country.
- Policy Committee: The NRC Policy Committee has task forces formed on an as-needed basis, at the pleasure of the President. The NRC has 43 policies in place.

Committee sign-up sheets were distributed to Board members for a chance to sign-up for Committee work. The NRC Board wants to increase Board member activity on these Committees and to reach out to members to join on these Committees.

Other Business

The NRC is organized under the laws of New York State. As the incorporating standards tend to be stricter in policies and processes than in other states, the NRC could look into incorporating somewhere else.

In the absence of an Executive Director (ED), the President serves as CEO. The NRC Strategic Plan has categorized the ED hiring as a short-term action item. Before this hiring occurs, the NRC must meet all financial obligations for the fiscal year. The Executive Director position would be on a contract basis.

Future Meetings

The NRC discussed the potential to hold in-person meetings in conjunction with various up-coming conferences. A doodle poll will be sent by staff to collect the Board members availability. The NRC Board still plans to hold monthly meetings remotely and have at least 2 – 3 in-person meetings.

ROC & NRC Meeting Discussion – Nestor

After the joint meeting, the ROC was asked to come up with 4 takeaways to start the interactions. The ROC is going to re-review their Strategic Plan to ensure it reflects the current ROC, and will send to the NRC for approval. The ROC asked the NRC to specifically recommend how the councils should operate within the NRC. ROC is an organization for coordinating among the leadership of ROs, not for negotiating for greater membership benefits from NRC. Maybe the Council should be renamed to reflect that role. NRC should contact ROs directly for input, not to seek RO input through the ROC. ROC suggested NRC reconsider the timeline of the NRC Strategic Plan based on real Board capacity, staffing and resources. The honesty and clarity that is happening between the ROC and the NRC has been appreciated by both organizations and it has allowed dialogue to open up about what each organization needs. These recent conversations have allowed for more opportunities towards a similar style of conversation and collaboration. The ROs will be contacted to have feedback regarding the ROC & NRC meeting.

MOTION: Move to Adjourn (DeBell/Minstrell)
Motion Unanimous

Adjourned by McPoland at 2:32pm CT