



**MINUTES OF MEETING OF THE BOARD OF THE NATIONAL RECYCLING COALITION (NRC)**  
**July 10, 2017 2:00-4:00pm ET**  
**(Phone Meeting / Go To Webinar)**  
**(Motions noted; underlines represent follow-up action items)**

**Attendance:**

- **Board Members Present:** Susan Attridge, Stephen Bantillo, Bob Bylone, Maggie Clarke, Jack DeBell, George Dreckmann, MaryEllen Etienne, John Frederick, Juri Freeman, Bob Gedert, Doug Hill, David Keeling, Gary Liss, Tony Rios, Will Sagar, Lisa Skumatz, Michael Van Brunt, Robin Wiener, Melissa Young
- **Board Not Present:** Gary Bilbro, Paul England, Marjie Griek, Carey Hamilton, Brent Hildebrand, Maite Quinn
- **Staff Present:** Savannah Betkowski,
- **Guests:** Mark Lichtenstein, SUNY-ESF; Fran McPoland, Paper Recycling Coalition; William Turley, Construction & Demolition CDRA

**Call to Order:** Meeting called to order by Freeman, 2:04 pm CT.

**Roll Call:** Roll call by Betkowski. Quorum present. 19 in attendance.

**Agenda**

**MOTION: To approve agenda / with change of finance report and ROC time slot;** (Freeman / Etienne)  
Passed unanimously, none abstained.

**Minutes** (Skumatz):

**MOTION: To approve June meeting Minutes** (Attridge / Clarke & Etienne). Passed unanimously except Liss abstains.

**Finance Committee (Van Brunt):**

Revenues through May 31st are \$9,349; annual budgeted total is \$82,400, but this is early in the fiscal year. Mostly of current revenues are from RO re-affiliations.

Only one sponsorship donation to-date for NRC events at RRC. The Paper Recycling Coalition sponsored for \$1,000 USD. Fundraising campaigns and opportunities are being explored and discussed with the Fund Development and Finance Committee.

With all fundraising opportunities, NRC needs to make sure we do not lock into raising restricted funds (best example with E.D.). Important to promote supporting NRC and supporting NRC's actions (including hiring E.D. and beyond!)

Board contributions and Amazon Smile are also in use.

**Public Comment:**

McPoland: Very pleased how E.D., Awards and Policy Committee's are moving forward. All going well except for fundraising, it seems.

Turley: Mr. Turley is willing and happy to join a Committee!

**President's Report: Gedert**

2017 elections are under way for the 10 open seats. Gedert asks for board members to help recruit high quality board members.

Call-to-Action for fundraising: listed on all NRC Board Commitment letters (that all Board of Directors has signed) indicated each Board member commit to help raise \$1,000-\$2,000 USD toward the goals of hiring an E.D. Sponsor template spreadsheet will be developed by staff and distributed for input. For ease of time, send any contacts to staff after this Board call so she can populate/develop the first draft of the spreadsheet.

**Executive Director Search Committee: Lichtenstein**

E.D. will represent and be the face of the NRC. The candidate must be collaborative with other organizations and find a niche in a saturated space (using our NRC strategic plan). This E.D. position will be a contractor to the NRC, not an employee. This does have some implications regarding how much direction the E.D. can be directed on a day-to-day basis.

The importance of expediting the hiring process was discussed. The deadline for candidate applications is July 21, 2017. Email blast announcement, social media posts and website updates will include this deadline. RO leaders will also receive a direct email about the due date.

Lichtenstein asked Board for feedback for the Search committee, including input about deliverables and expectations for the E.D. What should they be doing/working towards? These deliverables will be critical in evaluating the E.D.'s performance. A matrix of deliverables and interview questions is in the development phase and will be distributed by staff this coming up Monday for Board input. The committee is also interested in feedback about the format of the committee's feedback on candidate rankings (prioritized list, top three, pros and cons, etc.). Expectation is to provide results for Board decision on August 11. Provide feedback to Lichtenstein on these issues by next week.

Staff and Committee Chair (Lichtenstein) will work to determine logistics of the interviews; negotiations are the purview of the Leadership, not search committee.

**Elections Committee: Sagar**

Nominations close in 2 weeks; committee is recruiting. By request, the Committee reviewed how the elections results will be handled. Traditionally election results have not been released. Consistent with the bylaws,

additional information can be provided, but the committee's recommendation / interpretation is the following: If an RO has questions and makes an official request (by Board motion), then voting data in limited form can be released (percentages of votes overall, and number or share of that state's members that voted).

**SRO Updates:**

Staff has distributed a tally of affiliates to date (meaning payments of \$1,000 have been received). Tough financial times for most state organizations.

Maryland Recycling Network – not re-affiliating but donated on behalf instead.

Virginia – deciding in their upcoming July Board meeting.

**Finance Committee Continued:**

NRC has \$61,000 in the bank; \$42,000 of that is total net assets. One of the larger expenses is paying down Murray Fox scholarship fund at rate of \$500 per month toward a balance of \$15K. There were questions about what these dollars mean regarding ability to pay for an E.D / unclear.

- NRC Chair determines that the Finance Committee, ExCom, Fund Development and E.D. Committee need to have a call to clarify these details.
- NRC President also agrees to discuss this off-line

Discussed / reviewed the motion passed in June meeting regarding hiring E.D., funding thresholds and related items.

**Conference Committee (Liss):**

More trade associations have agreed to participate in the Markets Town Hall. Total of 17 participates to-date. Provided a written report / update. Discusses sessions, social events, updates.

**MOTION (Liss/Keeling):** NRC Board authorizes President to negotiate and execute Agreement with professional trainer for Organizational Development Training session on August 27, 2017 from 1-2:30 pm at Resource Recycling Conference, not to exceed \$1500.

Discussion: Note that McPoland / Paper Recycling Coalition is providing \$1K funding / donation. Conference committee interested in non-profit training; suggestion that some ROs are interested in this training and it would be consistent with expectations and strategic plan, and are interested in applying this \$1K to this training. Important to deliver to ROs. Discussion and questions about RO interest in non-profit training; whether paper donation is pre-dedicated or limited to only this application.

**AMENDED MOTION:** Friendly amendment for professional development of meeting/event not to exceed \$1,000 (Liss/Keeling carry motion with amendment) – Motion Passes. Skumatz abstains.

**Fund Development Committee (Gedert):**

Sponsor spreadsheet being developed and distributed to board for input. Go out and do fundraising, or provide leads for Gedert to follow up on.

**Award Committee (Skumatz):**

Over 100 applications have been submitted (distributed widely, including to SWANA chapters & all RO's / states). Lots of outreach resulted in much higher number of applications that past. Improved visibility of awards at RRC with new time / venue.

Working with NRC treasurer and RRC to resolve the registration fee issue associated with Awards/Fox event.

**Campus Council (DeBell):**

4 scholarship candidates from 3 different Universities.

**Communications Committee:**

Committee meeting this week. Mid-August newsletter, focused on RR and August events. Also working on election/nominations announcements as that deadline approaches in the weeks.

Online library clearinghouse: On To do list; board and Staff capacity is limited to work on this task not until September; Clarke remains interested and Liss and Skumatz agreed to help.

**Markets Council:**

Reiterated great participation in the Markets Town Hall Event at RRC – noted in Conference Committee Update.

**Murray J Fox Trust Fund:**

See Campus Council report. Scholarships allotted and fund received to NRC.

**Policy Committee (Bantillo):**

Dirty MRF issue is coming up in TX, and RO may approach NRC in the future. NRC letter may be requested to support request not to cut funds for materials management / infrastructure in NC state government budget.

Other: Savannah will follow up on providing emails and list of previous board members for fund raising. Templates for funding requests are available if needed. E.D deliverables should be forwarded by email. Ex Comm committee, search committee, and finance will continue to work on the issue of funding E.D.

**MOTION to Adjourn** (Liss/Skumatz). Passed unanimously. Meeting adjourned 4pm eastern time.

**Next Board Meeting: August 11, 2017 from 2-4pm ET via GoToWebinar**