

Association of Ohio Recyclers Board Meeting Minutes

Date: July 19, 2016

Location: Dublin Entrepreneurial Center, 565 Metro Place South Dublin Ohio 43017

Attending were: (In-Person) Renee Navarre, Matthew Hittle, Dan Billman, John Woodman, Kristi Higginbotham, Lauren Karch; Beth Lozier (Phone-In) Molly Kathleen, Louise Holliday, Tony Gillund. Absent: MaryEllen Etienne, Steve Johnson, Arley Owens.

Call to Order: Renee Navarre, President, called the meeting to order at 10:35 a.m.

Action Items: While reviewing the minutes, it was noted that there were items from last month's meeting that were not followed up on. It was suggested that someone other than the secretary keep track of the action items. Kristi agreed to keep track of the action items for the meeting. John is to reach out to Neil Drobny concerning the PO Box. [action item]

Minutes of June 21, 2016 Meeting were reviewed. Matt Hittle made a motion to approve the minutes with minor revisions. John seconded the motion. Motion approved by the Board.

Treasurer's Report: John discussed the Treasurer Report and noted that the payment for Arley's phone had not cleared as of yet. Renee made motion to approve. Matt seconded the motion. Motion approved by the Board.

Soliciting New Members: Renee had drafted a letter that could be used to solicit new members. Some edits were suggested and Renee indicated she would send out a revised version of the letter. A list had been compiled of solid waste districts and other potential people to approach for membership. It was decided to split the list up among the board members for soliciting by email. Also, it was recommended to follow up with the individuals if they did not respond by email. Matt indicated it would not be appropriate as state employee to solicit individuals for membership. A list with assignments will be sent with the revised letter. [action item] The list that Molly had generated using the Reference Database was discussed. Matt agreed to pear the list down since 1400 is a bit much to work with. [action item]

2016 AOR Conference Committee Reports:

- a. **Marketing, Menu, Registration:** It was determined that the registration form needed to put online as soon as possible [action item]. The rates and dates were verified. There was a questions about student rates and scholarships and is was determined they would not be offered this year.
- b. **Exhibitors & Sponsors:** Kristi is to look into a tour sponsorship from SWACO. [action item]. It was noted that Rural Action had confirmed four people would be available to come and make nametag. A board vote approved the cost of supplies and the agreement with Rural Action.
- c. **Networking, Social, and Tours:** the schedule for the tour day was discussed. Renee confirmed that Willig Tire has agreed to do a tour of their facility. The social event on Monday evening was discussed, including the Halloween and costume contest possibilities. John will send out an email with a description of the evening's social event [action item]. Matt has agreed to use his iPod and amplifier for background music. He will provide a song list prior to conference so others can provide input.
- d. **Speakers:** The agenda for the speakers and presentation is getting nearer to completion. There was discussion about the skills builder session and the need for an additional speaker. Also, it was verified that it would not make sense to pay for a room for someone who was only presenting for a brief amount of time.

New Business:

- Dan Billman indicated that he will be stepping down from the Board after his 15 years of service. His last meeting will be at the conference.
- Renee indicated that she will be meeting with someone from Cleveland that may be coming to the August meeting.
- It was indicated that an additional signatory is needed for the bank account. John made a motion to add Renee as a second signatory on the PNC bank account. Dan seconded the motion. Motion approved by the Board. [action item]

Next Meeting: Tuesday August 16, 2016

Adjourned at 12:35 pm. Renee Navarre made motion to adjourn meeting; Dan Billman seconded; approved by Board.

Submitted by Matthew Hittle, Secretary, Association of Ohio Recyclers