

## Association of Ohio Recyclers Board Meeting Minutes

**Date:** May 16, 2017

**Location:** Rumpke, 476 East Fifth Avenue, Columbus, Ohio 43201

**Attending were:** (In-Person) MaryEllen Etienne, John Woodman, Steve Johnson, Beth Lozier, Matthew Hittle, Molly Kathleen, and Lauren Karch; (On Phone) Bob Gedert, Tiffany Barker and Tony Gillund.

**Not present:** Renee Navarre

**Call to Order:** MaryEllen called the meeting to order at 10:43 a.m.

**Minutes for the April 19, 2017 meeting** were reviewed. John made a motion to approve the April 19, 2017 meeting minutes. Molly seconded the motion. Minutes were approved on voice vote.

**Treasurer's Report:** The monthly treasurer's report was presented and discussed. Matt made a motion to approve the treasurer's report, MaryEllen seconded the motion. Treasurer's report approved on voice vote.

Per the action items from last month's meeting, John indicated that a formal motion was needed to remove Renee from the signatories at the bank. John moved to remove Renee from the signatories for the PNC bank account. MaryEllen seconded the motion. Motion approved on voice vote.

**Action Items:** Steve will keep the action items for the meeting. The April 18<sup>th</sup> action items identified were:

- John will remove Renee from PNC signatories page and keep it "as is" with John and Beth being signatories – made motion, see treasurers report
- Governance Committee to meet and work on the Code of Regulations – done, see committee reports
- John and MaryEllen will work on a master list of important info for Finance – not completed. Will be done after the conference.
- Lauren and Molly to coordinate for website and newsletter.
- All committee chairs to schedule on-going meetings - conference is taking priority
- MaryEllen to forward "Schedule at a Glance" to the board - done
- John to send an email blast including the "Schedule at a Glance" (once MaryEllen sends it out) - done
- Molly to add newsletter and link to the website – done
- Bob to send MaryEllen revised HB letter – see new business
- Steve to confirm conference room for our next month board meeting - done
- Reminder to sign up for conference for all those who have not registered - done
- Reminder to pay membership dues for those who have not paid yet - done

## **Committee Updates**

Communications and Programming Committee - The new website is live and is working great. We are seeing a lot of traffic likely due to the upcoming conference. The first newsletter was finalized! It was sent out to all of the AOR membership and posted to the website.

Governance Committee – Bob and Matt conferenced during the previous month and have put together some proposed changes to the Code of Regulations (COR). It was related that the COR specifies that any amendments to the COR may be adopted by a three fourths majority of the voting membership at any membership meeting, provide the notification of such meeting include notice that regulations changes are to be considered. There was discussion about when to hold the next membership meeting. All were in agreement that it makes most sense to hold it at the upcoming conference in order to get people there. It would be difficult to coordinate the meeting with all of the remaining tasks at hand for development of the conference itself. The process would be to finalize the proposed changes, based on today's discussion, and once the board Oks the revised COR it can be formally adopted at the next membership meeting.

There were several focuses for the discussion of the revision to the COR. First, language was added to clarify that board members are able to use phone conferencing to attend board meetings. The second topic discussed was the need to include the immediate past president as an officer. It was agreed that it made sense to perhaps provide free membership to the past president, but necessarily make them an officer or an honorary board member. The next topic related to electronic voting as well as the use of an executive committee to make decisions. After some discussion, it was agreed that the COR should state that it is preferred to have any decisions to be made through the regular board meetings. If there is a matter that requires a timely decision to be made, then the COR should allow for the use of an electronic poll vote of all the board members. If there is a sensitive or emergency situation then the COR should allow for the use of an executive committee (EC). The EC will be made up of the officers of the board and must have a quorum to make any decisions (over 50 percent). For this reason, it was determined to clarify that the assistant treasurer is an officer so there will be an odd number. There was a new article added to clarify AOR's donor contribution acceptance policy. The language was borrowed from NRC and states that no donor shall use its contribution to influence AORs mission, principles or positions on any issue. It also clarifies the use of AORs logo and name. There was additional discussion about further amending the COR to clarify AOR's lobbying policy. It was determined that it would be best to use the strategic plan to address this. These changes will be made and the revised COR will be sent to the board members [action item].

Finance Committee – There were no updates outside what had been discussed for the treasurer's report.

Strategic Planning Committee – No updates

Events/Conference Committee – We are having a lot more participation from leadership in the other organizations to help bring the conference together. The draft agenda was sent out to the membership of all organizations. Everyone was reminded to reach out to their network to get more registrants. Financially, the conference is at the break-even point. We are expecting more registrations and sponsorships to get it further into the black.

## **New Business**

Update on HR 1034 – Corrections have been made based on the discussion at the previous board meeting. The finalized letter is to be send to MaryEllen for her signature and Bob will mail the letters out [action item].

NRC Updates – Bob and MaryEllen both attended a recent phone meeting for the National Recycling Coalition (NRC). NRC will be posting to hire an executive director. A search committee has been formed and the job description has been developed for a part-time director on a contract basis for six months. This is a major step in the strategic plan for the NRC to further their fund-raising efforts.

**Next Meeting:** Tuesday June 20, 2017, at Montgomery County Environmental Services, 2550 Sandridge Dr, Moraine, OH 45439 . Also, the State Library of Ohio has been reserved for the July meeting.

**Adjourned at 11:45 pm.** Matt made a motion to adjourn the meeting. Beth seconded.

Submitted by Matthew Hittle, Secretary, Association of Ohio Recyclers