

RAM Board Agenda
September 18, 2014 11:30 a.m. – 2:00 p.m.

Rock Tenn Facility
 (Recycling Association of MN - Offices)
 2250 Wabash Ave - Saint Paul - Board Room

Conference Call Details: 1-605-562-3000, Pass code: 591335#

Agenda item	<i>Discussion lead</i>	Action Requested	Time allotted
Call to Order/Roll Call	<i>Zbinden</i>		11:30-11:35
Meeting Agenda & August 21 st Minutes	<i>Zbinden</i>	Approval	11:35-11:40
Treasurer's Report & Dashboard & Accounting/Staffing Update	<i>Wollschlager/ Mattacola</i>	Approval	11:40-11:50
RYH bulb recycling	<i>Sailer</i>	Approval	11:50-12:00
Break for Dishing up Lunch			12:00-12:10
Conference Update	<i>Mattacola/Sailer</i>	Discussion	12:10-12:20
WASTECON report	<i>Mattacola</i>	Discussion	12:20-12:30
Maggie's Program Updates	<i>Mattacola</i>	Discussion	12:30-12:45
Website/Signs Update	<i>Sailer/Mattacola</i>	Discussion	12:45-12:50
Brita's Program Updates	<i>Sailer</i>	Discussion	12:50-1:10
RAM Board Elections/RAM Awards Update	<i>Mattacola</i>	Discussion	1:10-1:15
Other Business	<i>Zbinden</i>	Discussion	1:15-1:30
Adjourn	<i>Zbinden</i>	Approval	1:30

Next board meeting **November 20, 2014**

Recycling Association of Minnesota

Minutes of the Board of Director's Meeting – July 17th, 2014

Meeting Location: Board Room at the RockTenn Facility, St. Paul, MN

Board Members Present: Bill Keegan, Tim Goodman, Doug Lien, Mike Larson, Lorilee Blais; by *phone*: Nathan Reinbold, Spencer Best, Sandy Gunderson (called in late), Mary Chamberlain, Jim Wollschlager, Anne Ludvik (called in for voting portion), and Mark Rust (called in for voting portion)

Board Members Excused: Amy Ulbricht, Julie Mooney, Michael Whitt, John Crudo, Greg Nelson, Michael Reed, and Marcus Zbinden

Staff Present: Maggie Mattacola, Brita Sailer (by phone)

Others Present: JR's Advanced Recyclers Employee

Call to order

In Board Chair, Marcus Zbinden's absence, Maggie Mattacola called the meeting to order at 11:35 a.m.

Agenda and Minutes

Changes to the Agenda to accommodate those calling in for voting purposes were made. The Greencorp and Free Conference Passes discussion and vote was moved to after the Proposal for Endowment Fund. Review of the August agenda and July minutes. With no changes to make to the July minutes, Mike Larson made a motion to approve and seconded by Lorilee Blais. Motion approved.

Treasurer's Report/Dashboard

Treasurer update. Wollschlager did a quick walk-through of the revenue spreadsheet. He noted that the spreadsheet shows RAM being \$12,832.00 in the red (compared to \$40,000.00 in the red at this time last year). With the conference funding continuing to come in, RAM's budget is looking good for the year. Motion was also made to approve the August dashboard by Tim Goodman, seconded by Doug Lien. Motion approved.

Proposal for Endowment Fund

Refer to Maggie's handout on the proposal for creating an endowment fund dated 8/13/14.

Recommendation:

\$5,000 taken from the RAM savings account and placed into a Calvert Funds class A or class C shares investment account to use.

We anticipate based on the prospectus that we would earn \$350 in interest the first year of participation.

To take advantage of dollar cost averaging we would further recommend to take the interest income earned from the RAM savings account (approximately \$200 annually) and reinvest it into the endowment fund on a monthly basis (this would come out to approximately \$14.00/month).

The board treasurer would also suggest to take any monies that were available at the end of the year, in years where there is a positive balance on the profit and loss report to put those excess funds into the endowment fund for the future.

Motion to approve the recommendation as written by Maggie's proposal with Bill Keegan making a motion, seconded by Tim Goodman. Motion approved.

Greencorps & Free Conference Passes

Refer to Maggie's handout about the 'Golden Ticket' program and return on investment for RAM. The initial proposal by SWANA was to have 5 'Golden Tickets' available total between RAM and SWANA to lure participants to the conference and hopefully increase membership. Lori Blais suggested have 6 tickets total to split evenly between RAM and SWANA with each organization having 3 tickets each to gift to a participant. Final approval of a golden ticket is to be made by the RAM EC (Executive Committee). Motion to approve Lori's ticket distribution scenario with Doug Lien making a motion, seconded by Mike Larson. Motion approved.

Giving a substantial discount to Greencorp members was also discussed. It was agreed upon to allow up to 6 Greencorp members access to the RAM/SWANA conference at a rate of \$75.00 per person (with the cost covering food and beverage of the attendee). Motion to approve was made by Lorilee Blais, seconded by Mike Larson. Motion approved.

-----Break for Dishing Up Lunch -----

Conference Update

Maggie highlighted that the Agenda has been finalized, Graham is charged with getting all speakers registered, and we still need a few more volunteers for the event. Met with hotel staff and art subcommittee at the venue this past week to go over logistics of having recycled art displayed at the show. Maggie and staff have another meeting set up with the catering staff on 8/20 to select the food options for the event. Maggie and staff continue to send out updated evites every several weeks to encourage people to register. She has the floor plans ready from Cenaiko and the hotel. Booths will be assigned approximately two weeks before the event.

Sponsorships Confirmed to date: \$20,500

Total exhibit booths confirmed: 14 exhibit booths sold and registered

Total number of registrants to date: 121 (30% of target registrations)

Maggie's Program Update

Refer to Maggie's update emailed and handed out at the Board Meeting for more clarification. Maggie also spent considerable time working on logistics and program development for the MIB/IITB programs. She met with the president of Super America, their attorney, a store manager and their government affairs staff person on August 8th to discuss the MIB/IITB programs. Super America would like more of their stores participating in the RAM programs by January 1st. Maggie forwarded a list of their stores to the vocational centers to see where additional stores can be added to existing collection programs.

Website/Signs Update

RAM is continuing to work with the Nerdery and are not in the active development stage of production. The provisional 'dummy' site should be in place soon to allow trial segments to be worked on and viewed by RAM staff. This work is expected to be completed by the end of September.

Brita's Program Updates

Refer to Brita's update emailed and handed out at the Board Meeting for more clarification. Some of the highlights include: Moorhead Tour and Forum held on August 14th at Moorhead State campus with tours of Pactive –egg carton manufacturing plant, Clay County/City of Moorhead recycling/composting programs, and Moorhead State and Concordia College sustainability programs.

Brita is also working with Clay County to add programs in the Moorhead area for MIB expansion to greater MN.

RAM Board Elections/RAM Awards

The call for nominations was emailed out to the membership via constant contact (RAM Newsletter). The RAM Award Committee members are set up to judge the nominations in September. Maggie mentioned to the board of those who might know of anyone that has done exemplary work this past year in the solid waste and recycling fields to apply. The RAM awards were also announced on the website and at the ARM meeting.

Maggie highlighted that there are 8 RAM Board seats open for the 2014 elections with 9 candidates running and several running unopposed.

Other Business

Adjourn

Due to no quorum at the conclusion at the RAM meeting, official adjournment could not be done.