

RAM Board Agenda
April 17, 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	Discussion lead	Action Requested	Time allotted
Call to Order/Roll Call	<i>Zbinden</i>		11:30-11:35
Meeting Agenda & March 20 th Minutes	<i>Zbinden</i>	Approval	11:35-11:40
Treasurer's Report & Dashboard	<i>Wollschlager/ Mattacola</i>	Approval	11:40-11:50
Earth Day Events	<i>Sailer</i>	Discussion	11:50-12:00
Break for Dishing up Lunch			12:00-12:10
GreenCorp Grant Update	<i>Sailer (Larsen excused)</i>	Discussion	12:15-12:25
Program Updates: Rain Barrel/Compost Bin Sales/Recycle Your Holidays/Interview Process	<i>Mattacola</i>	Discussion	12:25-12:40
SCORE Bill	<i>Sailer</i>	Discussion	12:40-12:55
Outreach/Events/Meetings: Bremer Grant-MIB, Carton Council proposal, Ag Plastics	<i>Sailer</i>	Discussion	12:55-1:05
Committee Reports <i>(if needed)</i>	<i>Sailer/Mattacola</i>	Discussion	1:05-1:15
Other Business	<i>Zbinden</i>	Discussion	1:15-1:25
Adjourn	<i>Zbinden</i>	Approval	1:25

Next board meeting June 19, 2014

NO MAY Board Meeting!

Recycling Association of Minnesota

Minutes of the Board of Director's Meeting – March 20th, 2014

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

Board Members Present: Spencer Best, Mark Rust, Bill Keegan, Tim Goodman, Michael Whitt, Mike Larson, Anne Ludvik, Greg Nelson, Marcus Zbinden, Michael Reed; by *phone*: Sandy Gunderson, Doug Lien, Julie Mooney, Mary Chamberlain, Lorilee Blais

Board Members Excused: Nathan Reinbold, John Crudo, Jim Wollschlager, Amy Ulbricht

Board Members Unexcused:

Staff Present: Maggie Mattacola and Brita Sailer

Others Present: Katelyn Larsen

Call to order

Michael called the meeting to order at 11:35 a.m.

Agenda and Minutes

Review of agenda and minutes. Agenda approval moved by Tim, seconded by Bill. Minutes approval moved by Tim, seconded by Mike.

Treasurer's Report/Dashboard

Treasurer update. Maggie did a quick walk-through of the revenue spreadsheet. RAM currently has total assets amounting to \$201,000. Coming to the end of the 1st quarter, RAM has 282 members. She also noted that we are currently \$5,000 ahead of where we were last year in terms of rain barrel/compost bin sales. Motion to approve the financial spreadsheet by Greg, seconded by Spencer.

Annual 990 Financial Review

Steve Anseth with Abdo, Eick, and Meyers. Steve is the accountant who helped us with our mini-audit of RAM finances last year and is in the process of completing this year's evaluation. This is not a full-blown audit but helps RAM stay on top of its finances and potential risks. This year's evaluation was less strenuous because last year laid much of the foundation for their analysis. Steve's assessment is that RAM overall has very few liabilities and is a "healthy" organization. Steve handed out their draft analysis for CY2013 and walked through some highlights. Steve noted that we should make sure to account for "restricted funds" (e.g. dedicated grants) separately for other general funds. Brita noted that our Carton Council grant would be one of those funds for this coming year. Michael asked if Steve had any advice for RAM concerning things we should specifically be paying attention to or specific things we should try and avoid to continue our good track record. Steve said there was nothing that stood out this year but mentioned the example of conflict of interest. Board members should keep in mind that its important to disclose anything that could potentially be a conflict. Brita mentioned registering as a lobbyist to be able to track bills and testify and Steve said that should be noted in next year's evaluation.

Maggie's Program Updates

Please refer to Maggie's handout she provided to the Board.

Updates – Recycle Your Holidays – 65,000 pounds of holiday lights were collected this year (to date) with more to come.

This number is similar to our rate for 2013. RAM received 1.1 million media impressions via WCCO, web, etc. for RYH.

Message in a Bottle – 28,000 people have gone to the MIB RAM page.

Rain barrel/compost bins – As of 3/13, sold 287 rain barrels and 164 compost bins.

Keep America Beautiful – Maggie walked through a membership benefit summary that describes the value our organization receives. RAM pays \$1,000/year for our membership but estimates show the value received to be approximately \$6,000.

Our annual partnership agreement is up again and we must decide if we will re-up by 4/25. Michael asked that we add this as an action item for our next board meeting on 4/17.

New RAM staff – Maggie reported that we have interviewed 4 people to date with a couple more to go. Interviews have been going well. She will add an “approval to hire” item for the April board meeting.

SCORE bill/Legislation – Brita registered as a lobbyist so she could better track bills and testify at hearings. Without this, it would be difficult for RAM to be in a position to provide timely information and speak on topics that advance recycling, etc. The SCORE bill could have major ramifications for advancing recycling in MN so this is timely. Brita reported that the senate hearing changed the latest language regarding the statewide commercial recycling mandate to just include the metro area. The board discussed how best to stay on top of issues going forward and provide Brita with guidance and the recommendation was to convene the RAM policy committee to stay on top of things. Brita also mentioned the USAgain textile bill which is attempting to set recycling goals for textiles. Greg noted that MN is a test case for other USAgain states. Brita also mentioned conversations w/ NSWMA and others about “sharps” lobbying efforts including residents so we can maintain safety via the ban on putting them in recyclables.

Brita’s Program Updates

Please refer to Brita’s handout she provided to the Board.

Outreach/events – Brita said the Ag plastic recycling meeting has been set for 3/25. It will be webcast and include out-of-state speakers. 30 people are scheduled to attend. The goal for this year is to convene stakeholders to lay out the keys issues and connect people. We also hope to begin a couple of collection pilots in MN this year. Carton Council – Our grant for \$25,000 has been approved! This will help us provide better coordination and expansion of programs.

Other Business

RAM continues to work on our IT switchover (new software, network, etc.) Maggie reported that we need to purchase a new laptop as a part of our upgrade. Motion to approve a new laptop purchase not to exceed \$750 made by Bill and seconded by Tim. Motion approved.

Adjourn

Adjourn – Motion made by Mark and seconded by Tim.