

**RAM Board Agenda**  
**July 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	Zbinden		11:30-11:35
Meeting Agenda & March 20 & June 19 Minutes <i>(No quorum was established at July Mtg)</i>	Zbinden	Approval	11:35-11:40
Treasurer's Report & Dashboard & Accounting/Staffing Update <i>(June 19 Dashboard Approval needed - no quorum at July Mtg)</i>	Wollschlager/ Mattacola	Approval	11:40-11:50
John Maattala Bin Grant	Sailer	Discussion	11:50-11:55
RAM large purchase contracts	Zbinden	Approval	11:55-12:00
<b>Break for Dishing up Lunch</b>			<b>12:00-12:10</b>
Conference Update	Mattacola/Sailer	Discussion	12:10-12:20
Reseat Program Changes	Zbinden/Sailer	Approval	12:20-12:30
Maggie's Program Updates	Mattacola	Discussion	12:30-12:45
Website/Signs/SWMCB Update	Sailer/Mattacola	Discussion	12:45-12:55
Brita's Program Updates	Sailer	Discussion	12:55-1:15
RAM Board Elections/RAM Awards	Mattacola	Discussion	1:15-1:25
Other Business	Zbinden	Discussion	1:25-1:30
Adjourn	Zbinden	Approval	1:30

Next board meeting August 21, 2014

## **Recycling Association of Minnesota**

### **Minutes of the Board of Director's Meeting – June 19<sup>th</sup>, 2014**

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

Board Members Present: Michael Whitt, Bill Keegan, Amy Ulbricht, and Lorilee Blais; by *phone*: Nathan Reinbold, Doug Lien, Jim Wollschlager, Spencer Best, Sandy Gunderson, Mark Rust

Board Members Excused: Mike Larson, Julie Mooney, Greg Nelson, Mary Chamberlain, Tim Goodman, Michael Reed, John Crudo, Anne Ludvik, Marcus Zbinden

Staff Present: Maggie Mattacola, Brita Sailer, Katelyn Larsen, Graham McCall

Others Present: Mark Isenberg – ING

#### **Call to order**

Bill Keegan called the meeting to order at 11:34 a.m.

#### **Agenda and Minutes**

Review of June agenda and April minutes. Due to no quorum being established at the June 19<sup>th</sup> Board Meeting, approval could not be done. From those that were present at the June 19<sup>th</sup> meeting (either in person or conference call) there were no changes to make to the minutes from the April meeting – although they will need to be formally approved by the board.

#### **Treasurer's Report/Dashboard**

Treasurer update. Wollschlager did a quick walk-through of the revenue spreadsheet. He noted that net RAM event sales are up \$6,000, mainly due to cost savings from administration expenses. The overall sales were down though from the previous year. RAM's income/cash is slightly behind for the year, but conference revenue (expected) will make up for this downturn. Carton Council grant funds have not yet been received, but once the funds are deposited, RAM's dashboard will look flush. To clarify, the Carton Council grant is for \$30,000, which is being paid in 3 equal installments over the course of the grant agreement/deliverables. Approval could not be voted on for the June Dashboard due to not having quorum at the Board Meeting. Formal Board approval will need to be voted on at the July Board meeting.

#### **Bookkeeping Update**

Refer to Maggie's Update emailed and handed out at the Board Meeting for more clarification.

RAM will be changing its service provider for handling the books beyond what Maggie does in her position. No vote is needed by the Board for changing service providers. The change in vendors will also result in cost savings for RAM.

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

#### **Investments/Endowment/LT Vision**

Refer to Maggie's Update emailed and handed out at the Board Meeting for more clarification.

Currently, RAM has a sizable chunk of cash in a savings account that is not acquiring much interest for the size of the account. Interest being earned is .002% (\$200.00/yr) for a \$85,000 balance. Maggie would like to start with a small amount of savings (\$5,000) and invest it in a mutual fund, called the 'Calvert Balance Fund' that consists environmentally and socially responsible minded companies. It was discussed that more money from the general savings account could be transferred to the mutual fund down the road. Mark Isenberg, from ING handed out additional information to the board about the fund/ROI. The intent of the income from the mutual fund is to start the process of establishing long term investment/income for RAM's administration costs. There were concerns/questions about compromising RAM's non-profit tax-status by having investment accounts set up as a RAM asset. Mark Isenberg, stated that non-profits can have however large of investments they wish.

## **Maggie's Program Updates**

Refer to Maggie's Update emailed and handed out at the Board Meeting for more clarification. Maggie also talked about the annual conference planning. She mentioned that there are 3 people registered for the conference, e-vites/mailers have been sent out to prospective vendors/attendees. She will be putting together the volunteer list so that it can get routed around between RAM and SWANA board members for assisting with conference logistics.

## **Website/Signs/SWMCB Update**

Brita stated that the web development agreement has been signed with the Nertery. The SWMCB has agreed to fund the website addition to create the interactive recycle/waste/source separated organics/composting/problem material signs on the RAM website. The Nertery will end up rebuilding the entire back end of the RAM website using the Word Press Platform program. After consulting with the MPCA on selling recycling/etc *decal* signs on the website, it was determined that RAM can sell 'value-added' signs just as long as there are free options. The 'value-added' feature would possibly include the option of directly linking up a website user with the printer to have signs printed on heavy duty stock/laminated/UV protective coated options/stickers/etc and then having RAM receive a portion of the revenue for facilitating the process via the website. Amy Ulbricht, who is also on the SWMCB Communications Committee, stated that there is a great need for these types of signs in schools and businesses.

## **Brita's Program Updates**

Brita conducted several member site visits. Brita and Maggie also toured and met with Nature Works. Brita attended the Environmental Initiative – Policy Forum, CISRR (Counties and Cities Involved in Source Reduction and Recycling) meeting in Little Falls, and MRRA (MN Resource Recovery Association) meeting in Perham.

Ag Plastics: Brita has continued to meet with dairy farmers about ag plastic recycling and they are all very interested. 'MN Milk' the trade association for dairy farmers is also interested in developing recycling solutions. McLeod County is currently doing some ag plastic recycling. Brita will be attending the Ag/poly recycling conference in Florida.

ReSeat: ATHC in Hutchinson is backed up with seats from the AA Collection events that were held in April. Program issues are some of the plastics are not marked with the plastic resin number so recycling all the plastic components is troublesome.

RYH: After discussing the program with VOC's, the high cost of managing/recycling the bulbs are an issue.

MIB: Brita met with Jobs Plus and Kwiktrip C-Stores. New bottle wraps were delivered to spruce up the bottles.

## **KAB Update**

Brita brought up the KAB national advertising campaign that is being run in magazines/print/radio/television to educate about the benefits of recycling. Maggie will be applying for the Lowe's KAB grant. For reference, RAM was awarded \$5,000 in 2013.

## **GreenCorp Wrap-up**

Katelyn Larsen gave a synopsis of her journey with the carton recycling project while with RAM. Ottertail County Schools (5 locations) will be starting carton recycling in the fall. She discussed the bulk milk dispensing pilot at the New London/Spicer schools. Katelyn also contributed significantly to the updating the RAM website and is looking for more content for school resources to add as well.

## **Other Business**

None?

## **Adjourn**

Adjourned at 1:08 p.m. – No formal motions made for adjournment due to no quorum being reached at meeting.