

**COLORADO ASSOCIATION FOR RECYCLING
2007-2008 BOARD OF DIRECTORS MEETING
July 20, 2007**

President Michelle Kincheloe called the meeting to order at 11:06am at the Old Mesa County Courthouse, 544 Rood Avenue, Grand Junction, Colorado.

Board Members Present:

Sammie Baratta	Sarah Laverty
Mick Barry (By Phone)	Beth Lenz
Dianne Beal (By Phone)	Mereth Meade
Bob Edmiston	Charlotte Pitt (By Phone)
Gary Horton (By Phone)	Gerri Walsh
Tameem Khizer	Bob Yost
Michelle Kincheloe	

Executive Director Marjorie Griek, Administrative Assistant Amy Randell and guest Clarke Becker, Colorado Rural Development Council, were in attendance.

Approval of Minutes From the May 20, 2007, Board Meeting:

Bob Yost moved to approve the minutes. Mick Barry seconded the motion. **Motion passed unanimously.**

Treasurers' Report:

Tameem Khizer reviewed the Treasurer's Report. See Appendix One.

Executive Director's Report:

Marjorie Griek reviewed the Executive Director's Report. See Appendix Two.

The Board agreed that approved minutes of the BOD meetings should be available to the public via the CAFR Web site, as well as dates for future meetings.

2008 CAFR Annual Meeting:

Marjorie Griek proposed holding the next annual meeting at the Penrose House, run by El Pomar Foundation, in Colorado Springs. The Board discussed lodging possibilities, potential tour, and probable attendance. The Board agreed that the meeting should be held at the Penrose House. Beth Lenz will chair the Annual Meeting Committee.

Summit for Recycling:

Marjorie Griek proposed hosting the 2008 Summit at the St. Regis Resort in Aspen. The Board discussed alternatives and timing of the event. The Board agreed to proceed with the option of hosting the 2008 Summit in Aspen.

The Board discussed the positive and negative aspects of the 2007 Summit in Keystone and various ways to improve the Summit in 2008.

Marjorie Griek reported on discussions with the Solid Waste Association of North America for a joint conference in 2009. The Board directed Ms. Griek to survey the membership for input.

Rocky Mountain Organics Council (RMOC):

Bob Yost proposed working with CAFR's Policy Committee to develop composting legislation for 2008. The Board agreed that RMOC will discuss the issue with the Policy Committee.

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July 20, 2007 (continued)**

Electronics Recycling and Reuse Council (ERRC):

Sammie Baratta reported on the activities of the ERRC. The Board discussed possibilities for electronics policy in the future and agreed that ERRC should work with the Policy Committee.

Policy Committee:

Gerri Walsh reported on the activities of the Policy Committee. Marjorie Griek reported that House Bill 1288 was signed by Governor Ritter and that applications are being reviewed for the advisory committee. Marjorie Griek reported on Senate Bill 182. The Policy Committee will also be looking into issues for the next legislative session which will provide the basis for the contract negotiated with the CAFR lobbyist.

NRC / ROC Issues and Updates:

Marjorie Griek reviewed the Recycling Organization Council's (ROC) meeting with the NRC Board of Directors in June and plans for a joint ROC and NRC Board Member meeting in September.

The Board discussed the impact that Marjorie Griek's election to the NRC Board would have on CAFR.

Michelle Kincheloe provided an overview of the election process for the NRC Board of Directors. The CAFR Board of Directors gets to cast 79 votes on behalf of our membership. Typically NRC has the slate out by the CAFR Board of Director's July meeting. Given this is not the case, the process will be re-stated via email with the ballot once received from NRC for an email vote.

Colorado Rural Development Council:

Clarke D. Becker gave a presentation on the role and function of the Colorado Rural Development Council.

America Recycles:

Amy Randell reported on the progress of the Poster Contest and Calendar Committee. Marjorie Griek reported on the status of the national America Recycles campaign.

NRC Host Committee:

Marjorie Griek and Michelle Kincheloe reviewed the progress of the Planning Committee. Michelle Kincheloe encouraged all Board members to attend NRC and the Host Reception or else!!!

Executive Director Time Requirements:

The Board further discussed the time and financial implications of the Executive Director being elected to the HB1288 advisory committee and the NRC Board of Directors.

Future Board Meetings:

The Board discussed and agreed to have future meetings last 4 hours to allow for additional discussion time. The next meeting will be held in mid-September in Denver to coincide with NRC.

Meeting adjourned at 2:22pm.

APPENDIX ONE
COLORADO ASSOCIATION FOR RECYCLING
TREASURERS' REPORT - January to June 2007

Balance Sheet: Assets total \$77,060; Liabilities & Equities total \$77,060
 Compared to same period previous year: Assets \$101,090, Liabilities & Equities \$101,090
 Same period last year was nearly 24% better. (Had not paid Vail Resorts yet last year.)

Category	YTD Profit and Loss Analysis	Budget Analysis
Total	Income: \$113,373 Expenses: \$97,766 Net Ordinary:\$15,607 Net w/interest:\$16,009	Compared to 2006, the income was higher by over 31%. Expenses are 50% over last year. (Note above applies. We also have \$7,800 in AR.) Income is 13% over '07 budget. Expenses are 92% over budget for period.
ARD	Income: \$5,000 Expenses: \$1,812 Net: \$3,188	\$5,000 is sponsorship. Expenses were administrative and travel. We are still working on sponsorships for this program and the calendar.
Annual Meeting	Income: \$2,460 Expenses: \$831 Net: \$1,629	Unchanged - We were under budget on income by 53% (budget was \$5,250) and under budget for expenses by 16%. Most of the income to date was from program fees.
Educ. Res. & Outreach.	Income: \$0 Expenses: \$3,309 Net: (\$3,309)	No income this period. Expenses are mainly staff time, travel, and supplies. Marjie has spent more time than anticipated in this category. Expenses are 2 ½ times budget.
Electronics Recycling & Reuse Council	Income: \$2,950 Expenses: \$1,352 Net: \$1,598 (Not as shown, updates made)	Income is ERRC memberships. The \$1,300 expense is for the electronics roundtable at the Summit. \$2,500 was received from the EPA for this (currently shown in Summit). The remainder will go towards Summit income.
General Fund	Income: \$960 Expenses: \$19,359 Net: (\$18,399)	Misc. and uncategorized income falls here. Mainly staff and administrative expenses in this general category. Expenses are only 30% over budget at this time.
Grants – total	Income: \$5,000 Expenses: \$3,719 Net: \$1,281	Received Grant from Weyerhaeuser. Some expenses in already for Summit items and for membership directory.
Membership	Income:\$30,985 Expenses:\$2,208 Net: \$28,777	Memberships are double what has been budget for this period. Expenses are 25% below what has been budget.
Newsletter	Income: \$0 Expenses: \$588 Net: (\$588)	Expenses are mainly administrative. (Lisa Skumatz/SERA donates design.)
NRC Congress 2007	Income: \$0 Expenses: \$11,994 Net: (\$11,994)	Expenses are administrative, program coordinator and facility rental. A committee is working on sponsorships. Expenses are 42% below budget for this period.
Policy Committee	Income: \$600 Expenses: \$13,180 Net: (\$12,580)	Income from contribution and fundraising. Expenses are for lobbyist Mendez-Steadman, staff and administrative expenses.
Recycling Org. Council	Income: \$0 Expenses: \$2,514 Net: (\$2,514)	No income budgeted. Expenses about 20% over budgeted. This includes Marjie's recent meeting to NRC board.
RMOC	Income: \$495 Expenses: \$872 Net: (\$377)	Income is over budget and expenses are over budget. Some of the EPA money may be moved here to cover some of the expenses.
Summit 2007	Income: \$64,923 Expenses:\$35,177 Net: \$29,746 (Reflects updates to ERRC)	Income through sponsorship. More income pending in AR for sponsorship and silent auction. Expenses include the usual: administrative expenses – payroll, facility rental deposit and postage for mailers.
Website	Income: \$0 Expenses: \$851 Net: (\$851)	No income budgeted. Expenses are staff, contractor and administrative.

APPENDIX TWO
COLORADO ASSOCIATION FOR RECYCLING
EXECUTIVE DIRECTOR REPORT – May and June 2007

Administrative (23 hours)

- Fielded telephone inquiries & handled routine calls
- Received bunches and responded to bunches of emails
- Sent out information as requested
- Maintained corporate records
- Review newspapers, magazines, newsletters & other publications for pertinent data

Financial (31 hours)

- Maintained books (pay bills, invoice clients, keep finances current, make deposits) and all financial records
- Continued to track actual finances against budget
- Submitted financials to board members prior to meeting
- Run payroll and prepare and send payroll report twice a month (except when I forget)
- Made huge deposits
- Spent long hours trying to reconcile RegOnline's payments with our records (notice the bald spots?)

ARD (4 hours)

Walk round and round posters on floor, scratching head, saying 'hmmm....' and waiting for others to make a decision so I could cheat off them. Oh, er, I mean, judged ARD poster submissions and determined winners in all categories.

Annual Meeting (2 hours)

- Start planning process for 2008 meeting (already!)

Board Meeting (16 hours)

- Prepare & distribute financials, and Executive Director's report for May BOD meeting
- Attend May board meeting and watched Charlotte and Sarah scarf up ALL the desserts

Membership (hours)

Received 35 renewals: 0 Associate/Student, 7 Individual, 2 Sustaining Individual, 2 Nonprofit/University, 8 Small Government, 1 Large Government, 9 Small Business, 2 Large Business, 1 Friend, 1 Supporter, 2 Sponsor

Signed up 11 new members: 1 Student (Jeff Stoddard), 3 Individual (Elisa McKee, Phil Chase, Carl Schachter), 1 Sustaining Individual (Ronald Rasnic), 0 Nonprofit/University, 0 Small Government, 0 Large Government, 4 Small Business (The Blocksmith, Cottonwood Manufacturing, National Recycling, Otto Environmental), & 0 Large Business, 2 Friend (L'Oreal, Office Liquidators), 0 Supporter

5 of these are RMOC members

6 of these are ERRC members

Increased 0 membership levels

Newsletter (1 hours)

- I'm not really sure what I did....

APPENDIX TWO
COLORADO ASSOCIATION FOR RECYCLING
EXECUTIVE DIRECTOR REPORT – May and June 2007 (Continued)

NRC Congress (92 hours)

Execute contracts (luckily Linda clarified that I was not executing the contractors, just the agreement – I was going to have to delegate that one and it was either Mick Barry or Bob E doing their best Guido interpretation)

Attend NRC Board meeting to demand that they give us SOME information which we eventually got but not all

Forced to run meetings while Michelle sat around buffing her nails

Help develop brochure for sponsorship solicitation

Attend interminable meetings and make ALL the decisions

Submitted application to be NRC Board member – what the BLEEP was I thinking??!!??!!

Convince people to lie for us saying that we were an exceptional organization and deserving of a national award (and thanks for lying Gerri, but please, next time, get the name right at least)

Used stories told by Bob Y to embellish award application (you know, to ‘zip’ it up a bit...)

Policy (17.5 hours)

Attend Policy committee meetings

Final days of session spent on Mr. Toad’s Wild Ride working to negotiate SB182

Discussions with CDPHE regarding HB1288 and SB182

ATTEND SIGNING OF HB07-1288!!!! Shoved other attendees out of the way of the camera so all you can see is me making cow eyes at the Governor rather than seeing Susie Gordon, Laurie Batchelder Adams, Anne Peters, Michelle Kincheloe, Bruce Philbrick and those other folks who may have had something to do with passing the darn thing....

Public Relations (28.5 hours)

Did a lot of schmoozing

Met with representatives of Colorado Rural Development Council

Broke bread with Donnah Moody, lobbyist for the Colorado Association for Commerce and Industry

Spent hours watching Amy swoon over John Mayer and occasionally talking with a passers-by about recycling

Visited L’Oreal distribution center to see if they could help (after seeing that photo of me ... ewwww) but instead gave them their CAFR award in person at their facility – they were thrilled

Attended meeting with Lutheran Medical Foundation to learn about fundraising opportunities

Rocky Mountain Organics Council (0 hour)

I NEVER get to do anything with them!

Recycling Organization Council (16 hours)

Attended NRC board meeting and shared concerns of ROs regarding ‘the incident’

Schedule meeting between ROs, NRC Board and staff

Work on planning RO meeting at Congress

Summit 2007 (115 hours)

It’s over! It’s over!

Totally, completely and thoroughly enjoyed the massage at Indian Springs

APPENDIX TWO
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EXECUTIVE DIRECTOR REPORT – May and June 2007 (Continued)

Guzzled champagne after massage and signing of 1288

Slept like a rock for the first time in months

Guess I did some work but mostly enjoyed watching Amy slave over the website and promotional materials; hovered over Charlotte like a hawk to make sure she was not overdoing it since she's carrying my 'grandchild'; whipped Michelle to get her to do something besides buff her nails; had to take everyone to lunch after Keystone site visit; reined in Tameem as he was getting ready to pose for the calendar right there in Dos Locos; rag on the entire board to get them to offer to help (oops – you're reading this, aren't you...)

Summit 2009 (3 hours)

Meet twice with representatives from SWANA to discuss potential of joint conference venture in 2009

Gather and send data and review their information

Plan member survey

Website (.5 hours)

Various email traffic with Erin

Grant (.5 hours)

Respond to grant receipt & make adjustments

Comp/Holiday Time (8 hours)

Thank Goodness for Holidays! And thank heavens I enjoy my job. Now give me a raise...

Total hours over 2 months = 358 hours. Telephone and email inquiries range include requests for assistance (information, documentation, where to go, who to call, interviews), notifications, advertising, fundraising, etc. Most email traffic and telephone calls are logged under Administration rather than a class.