

CRRA Annual Leadership Retreat

**August 7, 2005
San Luis Obispo
9:15am – 4:15pm**

Present: Julie Muir, Susan Collins, Leslie Lucas, Todd Hill, Barbara Spoonhour, Darryl Young (Board Advisor), Bob Hollis, Rick Anthony, Laura Anthony (Website Manager & Member), Bill Worrell, Judi Gregory, Kym Dreher (Staff)

Absent:

Introductions for Board Members

Regular Business Meeting

1. Approval of Agenda

2. Approval of Minutes

a. 6/21/05 Board Mtg. Minutes

Motion: Muir/Rick moved to approve the June Minutes. 6/3 abstain. **Motion Passed.**

b. 7/10/05 Board Mtg. Minutes

Motion: Muir/Rick moved to approve the July Minutes. 6/3 abstain. **Motion Passed.**

c. 7/10/05 Members Mtg. Minutes

Motion: Muir/Collins moved to approve the Members Meeting. 8/1 abstain. **Motion Passed.**

d. Record any e-votes from previous month

Judi send me the motion for 3 comps.

e. Communication Received

1.) California Connect contacted us about a story on CRRA at the conference.

2.) 2 reporters contacted ARC to do some stories on recycling, Kym sent them to Alec and he contacted them.

Action Item: Press Release Issue sent to Communication Committee.

4. Old Business

a. 2005 Conference Debrief

Judi and Alec are working on a questionnaire to send out to attendees to really find out how to make things better at the Conference. Discussion on the financial situation after the Conference and reaction from all the Board members on what can be improved and what went well. Reflection on the staffing and hotel and how they were, Kym did a great job and the Biltmore was wonderful to work with. The 2 main issues at this Conference were Biltmore issue, which is the cost of such an expensive venue and low attendance. Low registration really hurt us in the financial area. Discussion and suggestion to have Sponsors sign a real contract that binds them to sponsorship money.

Action Item: Judi contact Debby Dunn about who was unhappy about there sponsorship.

Day to Day Break Down and Board's Thoughts:

Sunday: Breaks were not built into the schedule, Members meeting went real well, liked breaking up the members meeting, we asked members to make discussion and decisions prior to the info given at the Tuesday lunch, 4 Staff didn't want to come on Sunday and discussion on looking into moving the day.

Reception: Food wasn't labeled, people would have liked to go into the library not just been outside it.

Monday: Duplication on classes so that people can see more than one, discussion on room size, Basic nuts and bolts are still very popular, To many speakers in opening plenary so time went over so TC's didn't get there time,

have speakers sign something to confirm speakers, the level of speakers at the plenary were really good, letter to Phillippe.

Action: Get Phillippe's letter to/and on website.

Exhibit Hall: Liked the small room, guys in the corner where not happy in the corner space. Liked the drawing, break up the floor plan, exhibitors don't get more business, free passes to there event for exhibitors, discussion on attendees and why they are there, moved the food around the floor so that people move on and around the floor, reception food buy instead of the lunch.

Tuesday Morning: Really hurt the exhibit hall having the TC meetings, Exhibitors began to break down early.

Wednesday: People loved the lunch in the park.

Action: Any more comments please send them to Judi via email.

Financials: Discussion the 2 different accounts that CRRA has, Money Market and Checking. Discussion on ARC/Treasurer job description.

b. Management Contract w/ Judi Gregory

Bill gave a little report, but we do not have enough information on finances as of now. Tabling contract info until our normal Conference Call. Discussion on the Contract.

ACTION: Todd will provide the language for section 13. Exhibit A has goals the ED needs to met and doesn't have hours in the contract. Discussion on staffing through the contract. Need to have an attorney look at the contract for an hour.

Judi Gregory resigned from the Board.

Motion: Bill/Muir moved to give Global Resources a stipend of \$2500.00 to do complete 2005 Conference Review and Recyclescene and anything else out there that she is working on. 9/0/0. Motion Passed.

ACTION: Judi will invoice CRRA for \$2500.00.

c. 2006 Conference

Julie gave a report of the trip that Judi, Alec, Kym and Michelle Young (City of San Jose) and herself did earlier in the week in San Jose. We went to San Jose Friday and toured 3 hotels – The Fairmont, Doubletree, Hyatt. Discussion on the City of San Jose desiring the conference downtown. The proposal from the group that went to the meetings is for the Fairmont if they will lower the room rate to \$129 and if they don't we will start negotiations with the Doubletree.

d. Policy Paper/ CA Resource Management Act

Nothing was changed yet, but discussion on the Julie's comments. Discussion will be over lunch today . Tabled.

e. Internal Policy Changes

Changes discussed over the internal policies.

Suggested Changes:

1) *Why drop out all of the new policy adoption date references? I would think the date would be helpful to figure out what we were thinking when or when a certain policy went into effect.*

2) *Why take out the entire section and references to CRRA Chapters? We do have a few active chapters and although most board members are not willing to put a lot of energy into restarting the different chapters at this time, I think it is important to keep the policies and references to the CRRA Chapters. They are a tool we might use in the future.*

3) *Why remove the section on policy to technical assistance? Is it no longer needed? Should we keep it for future reference?*

4) *Under Standing Committee of the CRRA Board, I believe the Conference Committee is just for the annual conference and related special events, tours, etc.. The Program Committee oversees the workshops that might occur throughout the year and new programs. Also add the Certification Program to the list of items under Program Committee. When you make this adjustments make sure you make them on the committee short list description as well as the paragraph description on the next page.*

Under technical councils, please add Repair, Resale, and Reuse Council (RRaRC), Venues and Special Events Recycling Council (VSERC), and Electronic Waste Handlers Technical Council (e-WH) and remove ReMarC, and maybe alphabetize them.

New committees to be added – Development/Communications Policy and Legislation are referred to as two separate committees

Voting –

30 days or less? Should have a bottom limit or in theory the elections could last one day.

Board should certify election including residency requirements before informing candidates of results

Chapter Organization – line four, add the word “NO” before “instances”.

Page 17, TC Database – It says that the secretary organizes this info. What do we have now? I have not been involved in this.

Suggestion – TC Chair or Chapter Convener should sign Memo of Understanding (MOA) up front related to requirements such as tabling at the conference, workshops, TC annual meetings, Conference Call procedures, listservs and other relevant policies.

Suggest that a financial amount be established beyond which contracts are reviewed by an attorney before they are signed.

ACTION: Please send the internal policy changes to Kym to put into the minutes.

Motion: Worrell/Hollis moved to approve the internal policy with all the changes made by Muir, Hollis, and Cooley with Chapter and TC changes to still get to Bill. 9/0/0. **Motion Passed.**

Motion: Collins/Hollis moved to approve that an attorney review the 2 contracts for Staffing, not to exceed 4 hours of time. Adding any contracts over \$25000.00 to always be looked at by an attorney before they are signed.

f.) Board Standards

3. Election of 05-06 Officers

Discussion on how to run the election of officers this year, it was decided to nominate via paper to Secretary and Bob will read off.

Motion: Rick/Barbara moved to support the Plastic Conference. 9/0/1 abstain.

Motion Passed.

Alec Cooley as President

Bill Worrell as Treasurer

Bob Hollis as Secretary

Julie as Vice President

Motion: Spoonhour/Hill moved to approve the above stated Officers. 9/0/0.

Motion Passed.

5. New Business

a. 2007 Conference

Discussion on it being something that Judi will work on. Julie request that if a board member is interested in being the chair to let her know.

b. ARC conference contract

Have Contract reviewed by a lawyer and tabled until the next conference call.

c. NRC Elections

Discussion on the candidates and the strategies of CRRRA voting.

Motion: Worrell/Hollis moved to approve Muir's slate of candidates Stephen Bantillo, George Dreckman, Ben Walker. Motion tabled until Conference Call.

ACTION: Rick will get questions to those 3 candidates.

d. 2006 Budget

Susan requested that Start collecting data for the 2006 budget.

6. Member comment

None.

LUNCH BREAK – 12-1pm

Planning Meeting

1. Board Member Intros/Personal Vision for CRRA
2. Organizational Image Building
Darryl gave some input on how to continuing to improve it with partners. We have a market place for ideas and we have an audience that not everyone can grab. He encouraged us to continue to maintain repairing and improving the relationships with CalEPA, CIWMB and DOC.
3. Assign Liaison Positions
 - a. NRC – Todd Hill
 - b. TC – Julie Muir
 - c. ARD – Barbara Spoonhour/Leslie Lukacs
 - d. Government Relations – (EPA, CIWMB & DOC)
Motion: Lukas/Spoonhour moved to approve to create a government relations position as a new liaison position. **Motion Tabled.**
Motion: Anthony/Hill moved to table the motion. 4/5/0 abstain. **Motion Fails.**
Friendly amendment: To add s to the end of position.
Motion: Hill/Collins moved to table the above motion. 7/2/0. **Motion Passed**
4. Schedule Face to Face
Where: Los Angeles - SCS Conference Room – Long Beach
When: Friday, November 4-5, 2005
5. Strategic Plan Adoption

Went over what each committees do and who are in them:
Administration Committee – Susan Collins, Bill Worrell, Rick Anthony, Bob Worrell
Policy Committee – Todd Hill, Rick Anthony
Communications Committee – Bob Hollis, Rick Anthony
Program Committee – Barbara Spoonhour, Susan Collins, Todd Hill, Alec Cooley
Development Committee – Leslie Lukacs, Bob Hollis
Conference Committee – Julie Muir, Leslie Lukacs

Meeting Adjourned: 4:15pm