

**Virginia Council for Litter Prevention and Recycling
Minutes from Executive Board Meeting on October 23, 2008**

Present:

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| Julie May, PD 16 | Vicki Nixon, PD 13 |
| Patty Averett, PD 14 | Virginia Myrick, PD 13 |
| Rosemary Byrne, PD 8 | Cecillia Taylor, PD 13 |
| Ella M. Ridley, PD 13 | Ann Masters, PD 5 |
| Megan Brown, PD 15 | Pat Cullers, Warren County |
| Ruby Arredondo, VA Beach | Daniel Baxter, Newport News |
| Carol Doss, Upper TN River Roundtable | Nancy Drumheller, CVWMA |
| Clara Mills, Spotsylvania County | Laurel Hammig, PD 16 |
| Diane Dodd, Campbell County | Teresa M. Nuckols, Amherst County |
| Sue Lhotka, City of Manassas | Helen Saxon, Buckingham County |
| Carolyn Amos, Buckingham County | Sheila Barnett, DEQ |
| Nels Erickson, Citizens for a Clean Lynchburg | |
| Ken Smith, Citizens for a Clean Lynchburg | |

Welcome and Roll Call:

President Julie May called the regular meeting to order at 3:00 P.M at the annual conference held in Fredricksburg. A sign-in sheet was circulated during the meeting.

Old Business:

- Keep Virginia Beautiful - John Duell
John Duell of Keep Norfolk Beautiful reported on the rejuvenation of the Keep Virginia Beautiful (KVB) organization. He gave a brief background of the organization which is a 501©3 organization and dates back to 1953. The organization originated from needs being expressed but is now only a shell of an organization. There are only about 3 people left in the organization and they welcome input and are eager and anxious for new ideas. A group of approximately 20 stakeholders have met at three day-long sessions since June to review the programs needed to include local, regional and state-wide programs and to work on developing a new mission statement for KVB. He noted that the VCLPR has been well represented at these meetings. The next session is scheduled for November 12th at Innsbrook. He stressed that the reorganization of KVB is a work in progress and noted that corporate participation is critical for funding. Philip Morris has funded the professional facilitation of the group of stakeholders. The stakeholders are working on a 1-3 year plan but the specifics have not yet been developed. They are currently working on strategies. One goal is to connect everyone for common goals and to promote networking. KVB will remain a private non-profit group not governmental. Rosemary asked what would happen to the old KVB Board of Directors and John said they would probably be replaced by a new Board.

Executive Board Business:

Treasurer's Report: A report by Megan Brown, Treasurer, was distributed and explained by Megan, showing a balance on hand as of September 30th, of \$3,543.24. The report was accepted as read.

Approval of Minutes: The minutes of the June 12, 2008, meeting were also approved.

- Fund Board Report - Clara Mills
Clara reported that the funds for the competitive litter control grants were withdrawn. There had been 32 applications and many were for one day events. Rosemary explained the difference between the competitive and non-competitive litter grants. There was discussion about proposing that the competitive grants be done away with and all of the grant money distributed to localities as non-competitive grants.
- DEQ Update - Sheila Barnett
Sheila reported on the elimination of the DEQ Office of Recycling and Litter Prevention (ORLP). It was a two person office, Sheila and Steve Coe. Sheila now works within the Office of Environmental Education, continuing her work with litter related program activities and assuming responsibility for the annual grants program and the Virginia Naturally Environmental Education program. Steve Coe now works within the Office of Pollution Prevention, continuing his work with state and locality-based recycling program activities, including the annual recycling reporting. Sheila reported that she had sent out all of the non-competitive grants to localities. She reviewed the litter grant deadlines and explained the difference between the non-competitive grant funds and the special projects or competitive grant funds. She reminded everyone that only 25% of grant funds can be carried over each year. She suggested that everyone be cognizant of this fact because it may be scrutinized more carefully in the future. Sheila has the special projects (competitive) grant applications on a spreadsheet if anyone is interested in seeing them. Sheila also asked that everyone send her pictures and news of events so that she can include them in the DEQ newsletter.
- Conference Committee - Rosemary Byrne & Clara Mills
Julie complimented Clara and Rosemary on putting together such a great conference.
- Special Project Grant - Rosemary Byrne
Rosemary expressed relief that the grant was completed. She suggested that everyone use their premium items sparingly as she doesn't know when we'll be able to get another grant for them. When questioned about a missed delivery, she stressed that everyone needs to make sure that DEQ has their correct address on file so that they will receive

their items.

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New Business:

- VCLPR Website:

Julie commented that our current website is not “user-friendly”. It was noted that Chris is not under contract with the VCLPR but has been maintaining the website in a voluntary capacity. Gloria Puffinberger has said that Frederick County would host our website. Julie questioned whether we should hire someone in this capacity with a contract and guidelines. Rosemary spoke in favor of this suggestion. Vicki Nixon mentioned that she would like for the person who is hired to be from Virginia. Rosemary has a potential prospect for the job. It was discussed whether website updates should be quarterly or monthly. It was noted that we are a fluid organization and monthly updates would keep the site fresh. Clara expressed concerns about the cost and suggested that we check to see if Chris would like to have the job. Ann Masters suggested that we get 3 bids and look at past work done by the bidders. Julie and Clara volunteered to work on this issue.

Networking:

- Vicki Nixon proposed the ordering of supplies as a group to save on costs. It was suggested that this could be put on our website as a discussion board.
- There was a question about the deadlines for litter grant applications and performance and accounting reports for the grant funds. It was thought that in the past the deadlines had been the same for both. Sheila explained that the two reports are not usually done together but if you have expended all of your funds, you can certainly submit both the grant application and the performance and accounting report together by the end of June. However the grant applications **MUST** be received by June 30th. The performance and accounting reports are not due until the end of August.
- Julie reported that Nancy Drumheller would like for the Council to send a letter to the Henrico County Superintendent of schools in support of the VA TREKKERS. Julie offered to write the letter.

We discussed our next meeting and decided to organize it through e mail.

The meeting was adjourned at 4:00 P.M.