

Connecticut Recyclers Coalition (CRC)

Board of Directors Meeting

Minutes 3/22/17

Board Members Present: Winston Averill, Roger Guzowski, Dan McGowan, Dawn Pettinelli, John Pizzimenti, Virginia (Ginny) Walton, Tom Gaffey

Call in: Pam Roach, Jen Heaton-Jones, Brian Paganini, Chuck Riegle

Others present: Lesley Mancini, Robin Bennett

Call to Order

The meeting was called to order at 9:10am.

Approval of January 25, 2017 Minutes

Some people are not getting the agenda/minutes. Will ask Julie to check on emails. Ginny - motion to accept minutes. Tom second. Motion approved. Winston abstained, as he did not receive.

Treasurers Report – (separate handout):

- Thanks to CJ for putting together treasurer's report.
- Could we have better accounting of individual credits coming in? CJ working with Julie on Memberzone to make happen.
- Question on where checks sent & how deposited. Julie gets mail, deposit checks but only Treasurer can write out.
- Request for more complete spreadsheet – what's pending, who is paid, etc.
- Still work in progress with transfer from Sotoria.
- Motion to approve – Tom, Roger second, motion approved.

Budget Subcommittee Update: (Janice, Winston, Roger)

- Roger summed up where we are now. Used to have less money. Grew treasury through conferences with Julie's help. Have about \$10 - \$15,000 per year to live on. Where do we want to be?
- Presently revenue generated by membership plus conference plus sponsorships through Julie.
- Over last 3 years, conference attendance dropping. CRC putting in less effort with Julie taking on more responsibilities.
- While we focused on growing membership, no strategic plan was developed to do so.
- What will be our primary focus? We need to decide.
- If conference, we need to decrease costs or increase revenue (Roger estimated by @ \$8000)
- Need for a more definitive budget for next meeting with better numbers from Memberzone.
- Should set up a conference subcommittee – it is a benefit to members and would distribute workload.
- Need for positive outlook, move forward and decide on 3 or 4 strategic objectives & some proprietary budget items.
- All agreed - need to review budget, increase revenue & memberships.

Julie Cammarata Contract Renewal Subcommittee: (Tom, Jen, Ginny, John)

- Julie's proposed contract - \$15,000 – administrative work, \$10,000 member development & board support services, \$8,000 – legislation tracking and analysis, \$3,000 annual conference from 4/1/17 to 3/31/18 (Legislative lobbying \$5,000).
- She made a provision that she would not just do administrative work so it would be a minimum of \$33,000.
- Accomplished much but noted since she originally got us going (as a board member) for no cost, we have not continued large jump in growth since we started paying her, go forward or not?
- Tom noted that some new members are very interested in her legislative updates.
- What she is doing is much more time consuming than the \$16,000 we are paying her now. Administrative piece takes more time than expected.
- Julie's contract runs out Friday. Quandary – if we do not increase our revenues, can't pay her for very long but if don't renew we are on our own. No one else is out there promoting CRC and seeking new revenues.
- Could we do this somehow with at least partially a commission base? Can we set revenue benchmarks?
- Should we be looking into more sponsorships? Grants? Grant writing is not one of her duties.
- Much discussion on whether we should take this leap and accept her proposal.
- Jen makes motion to accept Julie's proposal, second by Tom. Scope of work – 1 (\$15000) & 2 (\$10000), part 3- \$5000 & conference \$3000 = \$36,000. Ginny motion be amended with some benchmarks/toll-booth/check points etc. – would put that in contract. Julie would be responsible for X amount of revenue (maybe \$20,000). Also have an opt-out clause (60 days). Approve – Ginny, Jen, Tom, Dan, Brian, Dawn, Pam. Ney – Winston, Roger, John. Motion approved.
- Jen - Motion to repay Julie for \$135 x 7 months = \$945 Memberzone fee plus \$1595 set up fee Memberzone – Tom seconds. John, Tom, Ginny, Dawn, Dan, Brian, Jen, Pam voted yes. Winston abstained. Roger voted no.
- Jen - Motion to compensate Julie for \$1000 for her stipend for this year's conference. Second by Tom. All approved.
- We should own our own website.

Special meeting to be held April 19th – need to finish discussing Julie's contract decision, review budget, revenue raising.

Meeting adjourned 11 am.

Respectfully submitted,
Dawn Pettinelli