



## Memorandum

**DATE:** July 31, 2020

**TO:** Chairman and Members of the Board

**FROM:** Kevin H. Roche, CEO/General Manager

**SUBJECT:** **Annual Board of Directors Meeting Minutes – June 18, 2020**

There was an **ecomaine** Annual Board of Directors Meeting held on the date noted above. The meeting was held via Zoom Conferencing. The meeting was called to order by Chairman Matthew Frank.

**Present:** Dennis Abbott, Anne Bilodeau, Christopher Branch, John Cloutier, Dave Durrell, Matthew Frank, Jamie Garvin, James Hager Jr., Caleb Hemphill, Greg L'Heureux, Maureen McDevitt, Troy Moon, William Shane, Michael Shaw, Erik Street, Matthew Sturgis, Robert Wood

### **Welcome & Opening Remarks: Kevin Roche**

Kevin Roche welcomed our board members, guests and staff. He provided an introduction on our guest speaker Keefe Harrison – CEO and the work of The Recycling Partnership. Kevin shared the pledge of the Recycling Partnership and their commitment to people of color and equity.

In addition, he reflected on his remarks from last year's Annual Meeting and his vision for FY 20 and the accomplishments:

- Our purchase of two electric trucks.
- The execution of an agreement for a Landfill Solar Project.
- Procurement and installation of a Fire Detection & Prevention System.
- Increase in Education & Outreach Reach to over 50,000 plus residents a 37% increase from 2019.
- 150 media mentions of our work in FY 20.

The pandemic was an unexpected challenge. Today, **ecomaine** reports that they were successful with preventive measures and efforts to keep staff safe and operations going.

He also shared his vision for 2021:

- Making our new electric waste hauling trucks a reality.
- Installing solar panels on the landfill.
- Strengthening recycling by recovering more tons.
- Advocating for better solid waste policy.
- Not letting our guard down on Covid 19.

Kevin Roche thanked all for their support of the vision of **ecomaine**.

### **Introduction of Keynote Presentation – Troy Moon**

Troy Moon, Past President introduced speaker Keefe Harrison. Troy shared the positive working relationship with The Recycling Partnership and the grant support the City of Portland received for their recycling program.

### **Keynote Presentation – Keefe Harrison, CEO – The Recycling Partnership**

Keefe Harrison provided an up-close look at the workings of The Recycling Partnership, their mission and commitment to the communities they serve.

### **Annual Business Meeting – Matthew Frank, Chairman ecomaine Board of Directors**

#### **Recognition of Service – Matthew Frank, Chairman**

Matthew Frank recognized the departing board members; they are as follows:

- Maxine Beecher – South Portland
- Alan Bradstreet – Pownal
- Dave Morton – Casco
- Don Hamill – Scarborough
- Paul Smith – Gorham

Matthew Frank thanked the departing members for their commitment and service to **ecomaine**.

#### **Committee Reports:**

##### **Finance & Audit Committee Report – Erik Street, Chair**

Erik Street reported out a few highlights for the year's activity of the Finance & Audit Committee:

- Reviewed cash requirements for major capital investments.
- Reviewed **ecomaine's** Investment Portfolio with our Financial Advisors.
- Reviewed and accepted the FY 19 Audit Report.
- Reviewed and recommended the FY 20 Budget to our Full Board.

Erik Street thanked the committee for their hard work and support over the year.

##### **Outreach & Recycling Committee Report – Caleb Hemphill, Chair**

Caleb Hemphill reported out the highlights of FY 20:

- Direct personal contacts of more than 53,000 people, 37% increase from FY 19.
- Significant earned media and in person connection from ecomaine.org, Facebook, Instagram, and twitter. Recyclopedica downloads to date of more than 211,000 since the launch of the program.
- Outreach Programs continue to grow, Annual Open House drew 1,500 guests.
- We continue our yearly eco-Excellence Awards & Recycling is a Work of Art events.

Caleb Hemphill thanked the committee for their work.

### **Nominating Committee Report – Troy Moon for Linda Boudrea, Chair**

Troy Moon reported that the nominating committee met on May 18, 2020. The committee is recommending the appointments of the following Officers:

- Mike Shaw, Chair
- Erik Street, Vice Chair
- Bill Shane, Treasurer & Chair of the Finance & Audit Committee
- Greg L'Heureux – Vice Chair, Finance & Audit Committee
- Caleb Hemphill, Secretary & Chair of the Outreach & Recycling Committee
- Jeff Amatrudo – Vice Chair, Outreach & Recycling Committee
- Matthew Frank, Past Chair

### **Approval of Officers & Committee Appointments**

Matthew Frank asked if there were any other nominations from the floor. Seeing none, he requested a motion to approve the following:

1. Approval of the slate of officers as presented.
2. Approval of the committee assignment included in the agenda.
3. Approval of the May Full Board of Directors Meeting minutes.

Troy Moon motioned to approve the slate of officers as presented, the committee assignments as reflected in the agenda and the minutes from the May Full Board of Directors meeting. The motion was second by Caleb Hemphill which proceeded with a role call and unanimous approval.

**Roll Call:** Dennis Abbott, Anne Bilodeau, Christopher Branch, John Cloutier, Dave Durrell, Matthew Frank, Jamie Garvin, James Hager Jr., Caleb Hemphill, Greg L'Heureux, Maureen McDevitt, Troy Moon, William Shane, Michael Shaw, Erik Street, Matthew Sturgis, Robert Wood

### **Annual Meeting Close, Mike Shaw, Chairman, Board of Directors**

Mike Shaw thanked our speaker and our guests for their participation in the **ecomaine** Annual Meeting and acknowledge our board and staff for their hard work.

He shared the current waste management challenges that our communities are facing. He acknowledged that in facing these challenges, **ecomaine** is always proactive in working with our communities in developing long-term strategies to support the needs of our communities.

He discussed our investment in electric trucks and having the first hand opportunity to investigate this technology with other board members (Erik Street & Christopher Branch) and looking forward to the arrival of the Electric Trucks.

He hoped that next year's Annual Meeting will be pandemic-free and that we are together for celebration and that we will be able to look at our ALL-ELECTRIC hauling trucks up close and in person.

Mike Shaw called for a motion to adjourn.

Caleb Hemphill motioned to adjourn. The motion was second by Troy Moon.  
All in favor.

**Guests:** Mark Bower, Keefe Harrison

**Staff:** Vanessa Berry, Lissa Bittermann, Matt Grondin, Don Hebert, Helena Ives  
Denise Mungen & Kevin Roche