



## Memorandum

**DATE:** September 10, 2019

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

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

**SUBJECT:** **Annual Board of Directors Meeting Minutes – June 20, 2019**

There was an **ecomaine** Annual Board of Directors Meeting held on the date noted above. The meeting was held at Thompson's Point (Brick South), Portland, Maine.

**Item #1:** **Welcome & Opening Remarks: Kevin Roche**

Kevin Roche provided an introduction and welcome to all board members, guest and staff. He recognized various distinguished guest as well as our speaker Robin Weiner, President of ISRI. Kevin also provided special recognition to Representative Chris Caiazzo and Representative Shawn Babine in their committed support on improving solid waste and energy policy.

Kevin Roche presented a summary of the accomplishment of **ecomaine's** and our commitment to the communities we serve and the future vision of **ecomaine**.

**Item #2:** **Scholarship Presentation – Kevin Roche – SWANA Norther New England Chapter President**

Kevin Roche recognized Northern New England Chapter of SWANA scholarship winner for 2019, Kayaira Grondin from Yarmouth High School. She was also the recipient of an eco-Excellence Award this year for her work in recycling. She will be attending the University of Maine at Orono.

**Item #3:** **Annual Business Meeting – Matthew Frank, Chairman ecomaine Board of Directors**

The Annual Meeting of the Board of Directors was called to order by Matthew Frank, Chairman.

**Approval of the Minutes**

Christopher Branch motioned to accept the minutes as written. The motion was second by Troy Moon. All in favor.

**Item #4: In Memory of Len Van Gaasbeek – Linda Boudreau, Board of Directors**

Linda Boudreau shared remarks in remembrance of Len Van Gaasbeek for his leadership, community service and commitment to the Town of Hollis and his work on the **ecomaine** Board of Directors.

**Item #5: Committee Reports:**

**Nominating Committee Report – Linda Boudreau, Chair**

Linda Boudreau, Chair reported that the nominating committee met on April 8, 2019. The committee is recommending the continued appointment of the following Officers:

Matthew Frank, Chair  
Mike Shaw, Vice Chair  
Erik Street, Secretary  
Caleb Hemphill, Treasurer  
Troy Moon, Past Chair

**Approval of Officers & Committee Appointments**

Chairman Frank asked if there were any other nominations from the floor. Seeing None.

Linda Boudreau motioned to approve the recommendations of the Nominating Committee on continued service of the current Officer & Committees. The motion was second by Troy Moon. All in Favor.

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

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

- Reviewed cash requirements for major capital investments.
- Reviewed Investment Portfolio Review with our financial advisors.
- Reviewed and the board accepted the FY 18 Audit Report.
- Reviewed and recommended the FY 20 Budget.

In conclusion 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 2019, they are as follows:

- Continuous record-breaking direct contact through tours, presentation and events.
- **ecomaine's** work in outreach and education appeared in in 210 news stories.
- **ecomaine's** on-line presence continues to increase with Facebook, Instagram, Twitter and Recyclopedia.
- Annual Open House, eco-Excellence, School Recycling grants and “Recycling Is a Work of Art” contest continues to be a success.
- Education continues to be a top priority for staff, and we have once again held two educational sessions and tours for towns in our communities.

Caleb thanked the committee for their work.

### **Item #6: Recognition of 2019 eco-Excellence Award Winners – Caleb Hemphill**

Caleb recognized 2019 eco-Excellence Award Winners.

### **Item #7: Keynote Introduction – Mike Shaw, Vice-Chair, Board of Directors**

Mike Shaw provided a brief summary and introduction of Robin Weiner, President of Institute of Scrap Recycling Industries.

Robin Weiner, President of ISRI presented on her prospective on Today's U.S. Recycling Industry. A Q & A Session followed the presentation.

### **Item #8: Annual Meeting Close, Matthew Frank, Chairman, Board of Directors**

Matthew Frank thanked our speaker and our guest for their participation in the **ecomaine** Annual Meeting and acknowledge our board and staff for their hard work. Matthew also took this opportunity to acknowledge Len Van Gaasbeek and his legacy of commitment to community and **ecomaine** and thanked his family for coming.

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

### **Present:**

Dennis Abbott, Maxine Beecher, Anne Bilodeau, Linda Boudreau, Alan Bradstreet, Christopher Branch, Kimberly Cook, Matthew Frank, Don Hamill, Caleb Hemphill, Gary Lamb, Greg L'Heureux, Jessica Maloy, Maureen McDevitt, Troy Moon, Dave Morton, Rod Regier, Bill Shane, Mike Shaw, Paul Smith, Erik Street, Matthew Sturgis & Roy Wood