I. Introductions

Lisa McDaniel opened the meeting and it was determined that a quorum was not present.

II. Approval of Meeting Summaries

Approval of the May 20, 2020 Executive Board Meeting Summary—No motion was made to approve the meeting summary.

Approval of the June 12, 2020 Management Council Meeting Summary—No motion was made to approve the meeting summary.

III. Administrative Matters

Executive Board Leadership Position—Lisa McDaniel informed the board that Marie Steiner was no longer able to represent the city of Kearney, which has vacated the chair position. David Pavlich has been assigned as her alternate. Chris Bussen moved that Doug Wylie be appointed to serve as chair and Matt Wright be appointed to serve as vice chair for the remainder of the year. Doug Wylie seconded the motion. The motion passed unanimously. There were no abstentions. This vote was taken so that the district could move forward with business—the vote will be ratified at the next executive board meeting.

Annual Financial Report—Each year the district is required to have their records audited by a certified public accountant firm. Kateln Click, MARC Financial Affairs, gave a brief overview of the independent auditor’s report for fiscal year 2019. RubinBrown did not identify any deficiencies in internal control over the district’s financial reporting. Katelyn noted that there was new language included in the audit regarding the risks posed by COVID-19 and noting that the district may be prevented from or have significant changes in how business is conducted. The audit report was submitted to the state by the required deadline. No motion was made to accept the audit.

Small Project Assistance—The district received the following requests:

- Kansas City Zoo: requested $2,990 in small project assistance funds for the purpose of purchasing reusable masks for staff. Funds will be prioritized for staff that have always used masks and would continue to use them after the Covid-19 restrictions are lifted. Staff members that wear masks daily due to the nature of their work are in the living collections, animal health and horticulture departments. A disposable mask costs about $0.16 per unit, compared to a re-usable mask (one that complies with CDC regulations, contains a re-usable filter and is commercially mass produced) costing about $9.00 per unit. The Zoo intends to purchase 336 masks with filters.
No motion was made to approve project assistance; however, all were in favor of supporting this project. Staff will reach out to the Zoo and move forward with the project. The board will ratify this decision at the next regularly scheduled board meeting.

- **Soulcentricitea**: a new café in Kansas City, MO is requesting $2,627 in small project assistance funds for the purpose of purchasing compostable drinkware. Their plans are to offer durable drinkware and "bring your own cup" incentives in addition to their single use compostable drinkware for customers on the go. Out of an abundance of caution they will only offer the compostable option until infection rates for Covid 19 begin to decrease, just as many other coffee and tea shops have chosen to only offer single use drinkware at this time. The compostables will be transported to Sankara Farms in South Kansas City for composting.

No motion was made to approve project assistance; however, all were in favor of supporting this project. Staff will reach out to Soulcentricitea and move forward with the project. The board will ratify this decision at the next regularly scheduled board meeting.

- **Green Bay Packaging**: requested $850 for a mix of containers for commingled recycling and compostables. The district has been providing technical assistance to Green Bay Packaging through the Recycle More At Work program.

No motion was made to approve project assistance; however, all were in favor of supporting this project pending further information on number of bins requested and placement in buildings. Staff will reach out to Green Bay Packaging to obtain additional information and move forward with the project. The board will ratify this decision at the next regularly scheduled board meeting.

**Grant Extension**—The City of Lawson is requesting a one-year extension for grant #E2019-014. The project start date was September 1, 2019. The city is requesting an extension until August 31, 2021.

The project to purchase a recycling trailer and provide cardboard and paper recycling to the community rested largely on the cooperation of high school juniors and seniors in Lawson. Because of COVID-19, working with the students essentially stopped for the last several months. The extension will give ample time to coordinate with the students, who will be returning to school this fall, and to purchase the trailer. Reporting for another year will capture more completely the challenges and successes with the project.

No motion was made, to extend the grant, but staff was given the direction to reach out to the grantee to continue work on the grant. The board will ratify this decision at the next regularly scheduled board meeting.

**Security Interest Agreement**—Connecting for Good (Grant #2019-012) has transferred their assets to PCs for People, a computer recycling non-profit based in Minnesota with other locations in Colorado, Ohio, Maryland, and now Missouri. Currently the district has a security interest agreement with Connecting for Good for the purchase of a cargo van. The grantee has requested that the security interest agreement be transferred to PCs for People for the remainder of the term (4 years).

No motion was made, to transfer the security interest agreement, but staff was given the direction to move forward with transferring the agreement. The board will ratify this decision at the next regularly scheduled board meeting.

**II. Board Discussion**

**FY2021 Grant Call Update**—Nadja Karpilow gave a brief update on the grant call. The district received 24 preapplications by the deadline and the grant review committee will be providing feedback to those that submitted. The full application is due August 20 and the application will be available online shortly.

**HHW Program Update**—Nadja Karpilow gave a brief update on the HHW program. The events that were scheduled for May were cancelled and the Independence collection event, originally scheduled for April 4, has been postponed to August 29. The June events were held in Harrisonville and Platte County. Staff and volunteers were required to wear PPE and maintain as much distance as possible. The Harrisonville event was well attended. The Platte County event did not receive the normal volume of cars, possibly due to underpromotion of the event. Staff is making arrangements with host communities for the August events.

**Recycling Education Campaign**—Matt Riggs gave an update on the recycling education campaign:
• Recycling Information Line – Under COVID-19, the volume of calls remains unchanged. The top four requested items are paint, TVs, mattresses and Styrofoam.
• Sliders – Sliders have remained static since March. They alternate between COVID recycling instructions and district grant info.
• Service Providers – Staff continue to update RecycleSpot.org on a regular basis. Some of the most recent updates include expanding the number of service providers that accept automotive salvage, vehicle donations and fire extinguishers.
• Social Media – The number of followers continues to climb. Currently the district has 5,862 Facebook followers, 942 Twitter followers, and 473 Instagram followers. Content has focused heavily on COVID-related messages.
• Recycle More At Work (RMAW):
  o Virtual tools – Staff is developing Recycling 101 and Recycle More At Work webinars and a Solid Waste Self-Assessment webform. The Recycling 101 webinar will be debuted at the August management council meeting.
  o Over the last four months, only two entities have joined Recycle More At Work and are in various stages of involvement:
    ▪ Green Bay Packaging (Riverside, MO) – Completed virtual waste assessment, received follow-up report, applying for Small Grant Assistance Program funding.
    ▪ Kansas City Art Institute (Kansas City, MO) – Completed a partial virtual assessment, a walk-through is scheduled for July 20, submitted a pre-application for a 2021 district grant.
• Recycle Better 2020 Paid Campaign:
  o Message is “We’ve learned a lot since 1970” to commemorate the 50th anniversary of Earth Day.
  o Target audience is apartment dwellers and home owners.
  o Campaign is all digital this year.
  o Mostly scheduled around Earth Day (April 22) and America Recycles Day (Nov. 15), but some components are running throughout the year.
  o Working with the following media: Weather Channel, KMBC Weather Section, OTT targeted streaming video, In Kansas City (lifestyle magazine), Facebook, Instagram and YouTube.

V. Old Business/New Business

None.

VI. Closing

The meeting adjourned at 12:35 p.m. The next full Management Council meeting is scheduled for Wednesday, 8/19/20 from 9 to 10:30 am. The next Executive Board meeting is scheduled for Wednesday, 9/16/20 from 11:00 am to 1:00 pm. These meetings may be held via teleconference.

MARC Solid Waste Management District

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Doug Wylie, Chair

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Lisa McDaniel, Secretary

Approved: September 16, 2020