

**Recycling Coalition of West Virginia
Committee Meeting Minutes
April 22, 2021
WVDEP Headquarters/TEAMS**

Present: Paul Hayes, Mike Huff, Tom Aluise, Susan Parker, Carol Throckmorton, Mike Grunau, Charity Fellure, Kim Smith, Jennifer Schwertfeger, Erika Deyarmin.

The meeting was called to order at 10 a.m. by Chairman Paul Hayes

Approval of Minutes

Chairman Hayes asked for a motion to approve the minutes from the December 10, 2020 meeting. Carol Throckmorton made a motion to approve the minutes. Her motion was seconded by Kim Smith. The motion carried.

Statement of Condition

Chairman Hayes reported that the Coalition had a bank balance of \$7,268.22 through the end of March 2021. Mike Grunau made a motion to accept the Statement of Condition. His motion was seconded by Tom Aluise. The motion carried.

IRS Forms

Chairman Hayes reported that he is in the process of filing the IRS 990 form. He said Scott Norman, the financial officer from the Solid Waste Management Board, is looking over the form as well. Chairman Hayes plans to send the form to the IRS by the May 15 deadline.

Funding Requests

Mike Grunau agreed to sign a letter being sent to request funding donations to the Coalition. Chairman Hayes hoped to send the letters out in May.

REAP Grant/Newspaper Insert

Regarding the Coalition's bi-annual newspaper insert, Chairman Hayes reported that H-D Media had submitted a bid for \$36,888.22 for print, distribution, insertion and creative process. The insert will go in newspapers statewide. The Coalition's REAP Grant totals \$49,500. Funds remaining after the cost of the insert is deducted will be used for internet advertising.

Adult Prize

Chairman Hayes proposed keeping the Adult Prize at \$25 each for four winners. The winners will be sent a gift card for that amount.

Youth Contest

Chairman Paul Hayes reported that the number of entries was down this year for the Youth Contest, likely due to COVID restrictions. He recommended keeping the level of prize money the same as it has been in the past.

ReFashion Show

The Coalition decided to inquire about other venues to host its annual ReFashion Show. Possible locations mentioned included the Huntington Mall, the Clay Center and the Charleston Civic and Convention Center. Chairman Hayes and Tom Aluise volunteered to check on those locations. The 2020 ReFashion Show was conducted virtually. In the past, the show has been held at the Charleston Town Center. The Coalition decided to keep the prize money the same.

Next Meeting:

The Coalition agreed to meet again in late May.

Adjournment:

Mike Grunau made a motion to adjourn. His motion was seconded by Kim Smith and the motion carried.

Respectively submitted by Tom Aluise