**Recycling Coalition of West Virginia**

**Committee Meeting Minutes**

**May 5, 2016**

**WVDEP Headquarters**

Present: Tom Aluise, Paul Hayes, Kim Smith, Dennis Stottlemyer, Carol Throckmorton.

The meeting was called to order by Chairman Paul Hayes at 10:36 a.m.

**Approval of Minutes**

Chairman Hayes asked for a motion to approve the minutes from the March 24, 2016 meeting. Tom Aluise made a motion to approve the minutes. His motion was seconded by Carol Throckmorton. The motion carried.

**Financial Statement**

Chairman Hayes reported that the Coalition had a General Operating Bank Balance of $7,525.62 as of March 31, 2016, and a Grant Bank Account Balance of $0 as of March 31, 2016. Chairman Hayes said the General Operating Balance was higher than normal for this time of year. Tom Aluise made a motion to accept the financial statement. His motion was seconded by Carol Throckmorton. The motion carried.

**Election of Officers**

It was decided to postpone the election of officers until the next meeting of the Recycling Coalition in hopes more Coalition members would be in attendance.

**REAP Grant Application**

Carol Throckmorton suggested that Committee member Nicole Hunter make recommendations on how the new cycle of REAP Grant money be spent with regard to advertising. It was discussed that more grant money be spent on Internet advertising and that there be less focus on newspaper advertising.

**Recycling Champions**

Carol Throckmorton suggested that the 10 2016 Recycling Champions be recognized at this fall’s Association of West Virginia Solid Waste Authorities conference in Morgantown. Chairman Hayes pointed out that the Champions will be recognized during the banquet.

**Education Committee**

Chairman Hayes reported that he is currently reviewing the Recycling Lesson Plans and making corrections/changes for the current year.

**Miscellaneous:**

Chairman Hayes reported that he has completed the IRS-required I-990 form, which is due May 15 of every year. The form asks for an accounting of from where the Coalition receives its money and how the funds are spent. The Coalition’s status as a 501c3 organization is contingent on the I-990. Chairman Hayes reported that a copy of the I-990 form has been given to James Young, the Coalition’s current treasurer.

Chairman Hayes reported that he will be writing letters, with the help of Coalition member Mike Grunau, to solicit donations to the Coalition from past supporters.

.Chairman Hayes asked for motion to allow him to pay roughly $30 to GoDaddy.com for the Recycling Coalition’s domain names: WVRecycles.com and WVRecycles.org. A motion was made by Tom Aluise and seconded by Dennis Stottlemyer. The motion carried.

**Next Meeting**

The next meeting of the Recycling Coalition is 10:30 a.m. Wednesday, June 29 at DEP headquarters.

**Adjournment**

Tom Aluise made a motion to adjourn the meeting. Kim Smith seconded the motion. The motion carried.

Respectively submitted by Tom Aluise.