

**Recycling Coalition of West Virginia**  
**Committee Meeting Minutes**  
**June 29, 2016**  
**WVDEP Headquarters**

Present: Tom Aluise, Paul Hayes, Lisa Facemyer, Kim Smith, Carol Throckmorton, Nicole Hunter, Gary Walker, Kathy McKinley, Mike Grunau (on phone).

The meeting was called to order by Chairman Paul Hayes at 10:43 a.m.

**Approval of minutes**

Tom Aluise made a motion to approve the minutes from the May 5, 2016 meeting. His motion was seconded by Kim Smith. The motion carried.

**Fundraising chairman**

Chairman Hayes stated that Mike Grunau is serving as the Recycling Coalition's fundraising chairman and, as such, has written a letter to solid waste authorities and past donors asking for contributions to the Coalition. Such a letter is sent out every year and has been done in the past by the late Greg Sayre.

**Election of officers**

Nominations were taken for the positions of treasurer, secretary and chairman. Carol Throckmorton nominated Kim Smith for treasurer. Lisa Facemyer seconded. Carol Throckmorton nominated Tom Aluise for secretary. Kim Smith seconded. Kathy McKinley nominated Paul Hayes for chairman. Kim Smith seconded.

Kim Smith made a motion to close nominations. Nicole Hunter seconded. The motion carried.

After nominations were closed, all members voted in favor of the nominations. Kim Smith is treasurer. Tom Aluise is secretary. Paul Hayes is chairman.

**Financial statement**

Chairman Hayes reported that the Coalition had a General Operating Bank Balance of \$7,034.59 as of May 31, 2016. Gary Walker made a motion to accept the financial statement. His motion was seconded by Nicole Hunter. The motion carried.

**Budget**

Chairman Hayes presented the 2016 budget with total expenditures of \$12,000. Nicole Hunter made a motion to approve the budget as presented, with adjustments to be made as needed. Kathy McKinley seconded the motion. The motion carried.

**Web site hosting fees**

Gary Walker made a motion to pay hosting fees of \$400 to Go Daddy for one year, as well as reimburse Chairman Hayes for use of his personal credit card to pay the fees. Tom Aluise seconded the motion. The motion carried.

**Adult contest**

Carol Throckmorton made a motion to make the prize for the Adult Recycling Pledge contest \$250 cash. Kim Smith seconded the motion. The motion carried.

**Miscellaneous**

Chairman Hayes reported that he has completed the IRS-required I-990 form and has not heard anything back, which is a good sign. The form asks for an accounting of from where the Coalition receives its money and how the funds are spent.

Chairman Hayes reported that he has filled out the West Virginia Registration Statement of Charitable Organization Form. The form is required by the Secretary of State office because the Coalition received more than \$50,000 in funds from outside entities in donations and grants.

**Adjournment**

Kathy McKinley made a motion to adjourn at 11:36 a.m. Tom Aluise seconded the motion. The motion carried. The next meeting of the Recycling Coalition is scheduled for 10:30 a.m. on Sept. 15 at DEP headquarters.

- Respectfully submitted by Tom Aluise