

**Recycling Coalition of West Virginia
Meeting Minutes
August 12, 2025
WVDEP Headquarters**

Present:

Mark Holstine, Kyla Morris, Chelsea Runion, Niki Davis, Annette Hoskins, David Dove, Sara Prior, Terri Tyler, JoAnn Snoderly, Rob Vanater, Erika Young, Carrie Jones, Lisa Layden, Travis Kiblinger, and Abby Kiblinger.

This meeting was called to order by Chair Mark Holstine at 10:02 am.

Approval of Minutes:

Chair Holstine asked for a motion to approve the minutes from the July 8, 2025 meeting. Annette Hoskins made a motion to approve the minutes. Rob Vanater seconded the motion and it passed.

Financial Report

Treasurer Chelsea Runion reported that the Coalition had a general operating balance of \$42,431.30 as of June 30, 2025. No transactions occurred in the General Fund, so the balance remained at \$42,431.30. The credit card was used for three (3) transactions for GoDaddy Web Hosting Subscriptions for a balance of \$302.37 as of August 8, 2025. Rob Vanater motioned to accept financial status. Lisa Layden seconded the motion and it passed.

2025 REAP Grant

Chair Holstine gave an overview of grant spending goals including national recycling conference attendance, educational supplies for events, storage, and advertising for upcoming contests. Niki Davis informed the Coalition of the conference's estimated price at \$4,100. Ms. Davis reported meeting with Travis Cooper with WV DEP REAP about reallocating grant funds, to which Mr. Cooper expressed that funding for the national conference would be limited to \$1,500.00. Rob Vanater motioned that the Coalition fund up to \$2,500 for Niki Davis and/or Kyla Morris to attend the national conference. Erika Young seconded the motion and it passed.

Vice Chair Morris shared local climate controlled storage pricing for 10x10 containers. Storage Rentals of America's Hansford Street location has a monthly rate of \$75.00 per month and will allow for advanced payments. Rob Vanater motioned that the Coalition pursue storage renting at Storage Rentals of America, or the most feasible option otherwise. Lisa Layden seconded the motion and it passed.

Niki Davis updated the Coalition about current advertising strategies, utilizing DEP's Carrie Jones and Mike Huff for voiceover and videography. The first advertisement for the ReFashion Show will be live around the end of August. Chair Holstine expressed that statewide paid advertising is the route in which we should spend grant funds allocated towards advertising. Erika Young Suggested K-12 Advertising and Rob Vanater suggested WV Outdoors for digital billboard advertising.

Educational materials were discussed, including possible contests and exhibit opportunities. Treasurer Chelsea Runion suggested including private schools and schools with less access to public information. Treasurer Runion also suggested an exhibit at the Adopt-A-Highway Picnic in August. Annette Hoskins suggested including homeschool students by networking at the Home School Convention in January. Ms. Hoskins also suggested exhibiting at events such as the STEAM Festival in March, the Hunting and Fishing Show in January, Hunting and Fishing Days in September, and Beyond the Backyard in June. Terri Tyler suggested exhibiting at the Association of WV Solid Waste Authorities Conference in October, as well as at Rebecca Friend's event in the spring. Discussion occurred concerning display materials including table cloths and new banners. Rob Vanater offered materials for a logo contest for higher education students so we can have a new logo for the new display materials.

Other suggestions included updating the Youth Contest guidelines and materials, ReFashion Show guidelines, and the website.

Bylaws

Discussion occurred to determine changes that should be made to the bylaws. The Coalition plans to finalize changes at the September meeting.

Miscellaneous

Terri Tyler mentioned that the Association of WV Solid Waste Authority Conference uses its silent auction to make a donation to the Coalition.

Chair Holstine suggested asking for a donated gift from Bearwood.

Annette Hoskins suggested looking into Benevity for grant funding opportunities.

Rob Vanater offered materials for a logo contest for higher education students.

Adjournment

Chair Holstine asked for a motion to adjourn. Rob Vanater motioned to adjourn. Treasurer Chelsea Runion seconded the motion and it passed. The meeting was adjourned at 11:19 a.m.

Next Meeting

The next meeting will be held Tuesday, September 16, 2025 at 10:00 am at the WV DEP Headquarters.