

NERC

Northeast Recycling Council, Inc.

ANNUAL REPORT

FY 2005

July 1, 2004 – June 30, 2005



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INTRODUCTION

MAJOR EVENTS

Board of Directors: A list of the Board of Directors for FY 2005 is in Appendix A

Officers of NERC: John Trevor was elected President of the Board; Jeff Bednar was elected Vice-President; George MacDonald, ME SPO, continued as Treasurer; and Lynn Rubinstein, Executive Director, continued in the non-elected role of Secretary.

Presentations: NERC' Director and Assistant Director made the following presentations in FY 2005:

- Council of State Governments/Eastern Regional Conference Annual Meeting
 - End-of-Life Management of Electronics; a Regional Solution?
- *2nd Annual Benzodiazepine Conference*
 - Proper Disposal for Unwanted Prescription Drugs
- *National Association of Environmental Managers: 12th Annual EHS Management Forum*
 - Emerging End-of-Life Solid Waste Management Concerns: An NGO Perspective
- *NERC Fall Conference*
 - Environmental Auditing: Electronics Recyclers
- *Connecticut Recyclers Coalition Annual Meeting*
 - Electronics Recycling
- *NERC Spring Conference*
 - Unwanted Medication Collection: Why & How
- *Michigan Recycling Coalition Annual Meeting*
 - Unwanted Medication Collection: Why & How
- *Northeast Resource Recovery Association Annual Conference*
 - Collecting Unwanted Medications for Appropriate Disposal
- New Hampshire Businesses for Social Responsibility Annual Meeting
 - Environmental Benefits of Purchasing Environmentally Preferable Products
- National Materials Exchange Conference and Managers' Meeting
 - No/Low Cost Marketing Plan for Materials Exchanges

Advisory Members

During FY 2005, there were 36 Advisory Members, a 6% increase in the number of members over the previous fiscal year, and there was a 23% increase in the total financial contribution of those members. Appendix D contains a complete listing of Advisory Members.

Conferences & Board Meetings

There were two (2) conferences held in FY 2005. Each of these Conferences was viewed as highly successful. In addition, there were four (4) board meetings, including two planning meetings.

National Committees

Electronic Product Environmental Assessment Tool (EPEAT): NERC participated on the Development Team. This Team successfully completed its work in March 2005, at which time an Implementation Team was formed. NERC has served on the Implementation Team, represented by one of NERC's contractors, Patty Dillon, Dillon Environmental Associates. In this capacity, Ms. Dillon chaired the Communications Committee. EPEAT is a multi-stakeholder process to design and implement a tool for evaluating the environmental performance of electronic products.

Carpet Product Stewardship: NERC participates in the “government calls” related to the national Carpet Product Stewardship agreement.

International Committee

NERC is a participant in the North American Green Purchasing Initiative (NAGPI). NAGPI was developed by the Commission for Environmental Cooperation - an international organization created by Canada, Mexico and the United States under the North American Agreement on Environmental Cooperation to complement the environmental provisions of the North American Free Trade Agreement (NAFTA). One of NAGPI's goals is to increase green purchasing within the three member countries. The identified purchasing priorities are office products (paper and electronic equipment), custodial products and clean energy.

Contract Project Completed

ECOS – TARP Wastewater Protocol

NERC worked with New Jersey Department of Environmental Protection staff to draft a wastewater protocol for the Technology Acceptance Reciprocity Partnership (TARP) members.

Ongoing Contract Funded Projects

Toxics in Packaging Clearinghouse

In FY 2005 NERC assumed the administrative and staffing responsibility for the Toxics in Packaging Clearinghouse (TPCH). TPCH is a membership organization. Its active state members are Connecticut, Iowa, Minnesota, New Hampshire, New Jersey, Rhode Island, and New York. In addition, the Steel Recycling Institute, American Plastics Council, and the Society of Glass and Ceramic Decorators are advisory members. Staffing is provided through contract with Dillon Environmental Associates.



In FY 2005 the TPCH learned that it was awarded a national Pollution Prevention Grant from EPA Headquarters to assess compliance with the laws passed in 19 states (covering most EPA Regions) to prohibit the introduction of four heavy metals into packaging. Following product testing, TPCH will work with affected companies (including their supply chain) to reduce or eliminate the heavy metals and remove non-compliant packaging from retail shelves. The final stage will be an education and outreach campaign on source reduction in packaging and environmentally preferable purchasing focused on these state laws.

Grant Funded Projects

Materials Exchange Marketing Plan

Developing a marketing strategy for New England and New York Materials Exchanges that enables them to maintain outreach with schools, municipalities and other potential clients at no- or low-cost.

Primary Contact: Mary Ann Remolador

Time Period: 10/04 - 10/05

Funding: EPA Regions I & II

Total contract: \$8,000

Managing Unwanted Medications

Developing and implementing pilot unwanted medication collection programs, including writing a guidance document, developing and implementing pilot pharmacy/HHW bulk compounding chemical collections; and writing a best management practices manual for plastic drug-associated containers.

Primary Contact: Lynn Rubinstein Time Period: 10/04 - 10/05

Funding: EPA Innovative Solid Waste Grant Program

Total contract: \$48,750

USDA Projects

Total contract: \$97,400

EPP Peer-to-Peer Project

Developing and implementing a pilot EPP program for rural businesses in Maine, New Hampshire, and Vermont, including a business-to-business mentoring component.

Project Lead: Mary Ann Remolador Time Period: 10/04 - 10/05

Funding: USDA Rural Utility Service Solid Waste Management Grant Program

Special Events Recycling

Providing technical assistance to a total of six special events in Maine, New Hampshire, and Vermont. Developing a guidance document and training materials on source reduction and recycling at special events.

Project Lead: Mary Ann Remolador Time Period: 10/04 - 10/05

Funding: USDA Rural Utility Service Solid Waste Management Grant Program

Managing Unwanted Medications

Designing, implementing and documenting a pilot unwanted medication collection in Maine, New Hampshire, and Vermont; and writing a guidance document for holding rural unwanted medication collection events.

Project Lead: Lynn Rubinstein Time Period: 10/04 - 10/05

Funding: USDA Rural Utility Service Solid Waste Management Grant Program

MEMBERSHIP DUES FUNDED

Regional Electronics Legislation

Working in collaboration with the Council of State Governments/Eastern Regional Conference, NERC has been facilitating the development of model end-of-life electronics management legislation that will hopefully assist in the adoption of similar legislation among NERC member states.

Planning Committee for National Electronics Conference

NERC participated on the Planning Committee for the design and implementation of the EPA National Electronics Conference that was held in March 2005.

Product Stewardship Institute - Paint Infrastructure & Marketing Committees

The Product Stewardship Institute is working on two leftover/unwanted paint management projects - the National Infrastructure Model Development and Cost Analysis, and the Paint Reuse Primer. NERC's role on the Committees for each of these projects was to participate in the selection of project consultants, provide comments on draft documents, and participate in conference calls.

Beneficial Use Determination (BUD) Summit 2005 Planning Committee

The BUD Summit is an annual event organized by EPA regional offices to discuss the current issues relating to Beneficial Use Determinations. The 2005 Summit will be held in Philadelphia on November 29-30. NERC's role on the Planning Committee was to assist with the agenda design and identifying potential speakers. As a Committee member, NERC will also be facilitating one of the sessions at the Summit.

Conferences & Board of Director Meetings

There were two (2) conferences held in FY 2005. Each of these Conferences was viewed as highly successful by attendees. The agendas for those meetings are in Appendix B. There were also four Board of Directors meetings held: two planning meetings and two regular Board of Directors meetings in association with the Conferences. Minutes are posted on NERC's website at <http://www.nerc.org/meetings.html>.

NERC was fortunate to have had the support of many sponsors for the conferences. Appendix C lists these sponsors.

Environmentally Preferable Products Listserv (EPPnet)

NERC established EPPnet, the Environmentally Preferable Products Listserv in 1998, to provide a communication channel for private and public procurement officials and advocates. The number of active subscribers by the end of this fiscal year totaled 350, a decrease of approximately 5% from the previous fiscal year.

EPPnet is the only national listserv dedicated to the topic of environmentally preferable purchasing. EPPnet provides quick access to information, such as product specifications, vendors, prices, strategies for achieving recycled product procurement goals, and federal procurement policies. *The EPPnet Archive* is an on-line searchable database that stores the messages posted on EPPnet. The Listserv and Archive are only accessible to approved subscribers.

EPPnet Digest

A quarterly digest of all EPPnet postings was continued in FY 2005. The digest arranges the postings by subject matter and includes the exchanges. It provides non-subscribers of EPPnet edited messages from the listserv. The Digest offers insights into the issues that procurement officials are discussing, especially when considering or procuring EPP products or services. The Digest does not include all EPPnet postings. Postings that are considered outdated, such as events, funding opportunities, job announcements, websites and networking opportunities, are deleted from the Digest. EPP strategies, such as policies, regulations, and specifications, have also been deleted from the Digest, since they are not directly related to a product or service.

Website

The NERC website continues to be one of the organization's most effective outreach and education tools. We continue to update it, add publications and links, and to strengthen its utility to members and the general public. We average approximately 24,000 sessions per month, for a total of approximately 290,000 sessions per year.

Email Bulletin

This monthly electronic newsletter is published 11 times a year. The EMail Bulletin continues to receive very favorable feedback. Currently, there are 730 subscribers - a 20% increase from last year. The Bulletin is used to promote NERC events and activities, to release new publications, to provide state updates, and articles of general interest. It is posted and archived on the NERC website.

PUBLICATIONS & WEB RESOURCES ~ POSTED OR UPDATED IN FY 2005

State Program Contacts (updated throughout the year)
Unified Approach to Electronics Legislation in the Region (Ongoing)
Quick Reference to NERC States' Universal Waste Rules (Updated July 2004)
State Agency Web pages (updated July 2004)
Summary of Northeast States' Fertilizer Regulations as they Relate to Compost (updated August 2004)
Updated Summary of Northeast States' Composting Regulations (updated August 2004)
Presentation on Members Only page: Electronics Recycling in the Northeast (August 2004)
Recycling Rules! Improving Recycling Compliance in the Northeast: Statewide Material Disposal Bans and Recycling Requirements in NERC States (web page, *not document*, updated September 2004)
EPPnet Digest, Volume 2, Issue 3 (September 2004)
State Surplus Property Contacts (September 2004)
Performance Standards for Mercury Switch Removal from Automobiles at End-Of-Life ~ Final Report (September 2004)
Presentation on Members Only page: Emerging End-of-Life Solid Waste Management Concerns: An NGO Perspective (October 2004)
Presentation on Members Only page: Proper Disposal for Unwanted Prescription Drugs (October 2004)
NERC Annual Report 2004 (November 2004)
NERC Operating Plan 2005 (November 2004)
EPPnet Digest, Volume 2, Issue 4 (December 2004)
Most Recent Recycling Data (updated December 2004)
Sources of Recycling Data (updated December 2004)
Fall Conference Presentations (December 2004)
Franklin County Pilot Unwanted Medications Collection ~ Final Report (December 2004)
New England Strategic Outreach and Education Plan for Reuse and Waste Prevention: Developing Linkages between Material Exchanges, Schools and Municipal Governments Final Report (January 2005)
Small Business Hazardous Waste Collection & Recycling Programs Directory & Outreach Project ~ Year 2 & Promoting Linkages Between Material Exchanges & Public Sector Purchasing Officials ~ Final Report (January 2005)
Directory of Materials Exchanges in the Northeast (updated February 2005)
Environmental Benefits Calculator (updated February 2005)
State Fact Sheets (updated February 2005)
In Store Unwanted Medication Collection CVS Mill Creek, South Portland, Maine – Detailed Report (February 2005)
State Recycling Organizations (updated March 2005)
EPPnet Digest, Volume 3, Issue 1 (March 2005)
Spring Conference Presentations (May 2005)
EPPnet Digest, Volume 3, Issue 2 (June 2005)
Links to Residential Electronic/Computer Recycling Programs (Updated June 2005)
Solid Waste Master Plan Websites or Contacts (updated June 2005)
Publications page (updated July 2005)

FINANCES

Audited Statement of Assets, Liabilities, & Net Assets – Cash Basis June 30, 2005

To the Board of Directors of
Northeast Recycling Council, Inc.

We have audited the accompanying statement of assets, liabilities, and net assets - cash basis of Northeast Recycling Council, Inc. (a Vermont nonprofit organization) as of June 30, 2005, and the related statement of support, revenue, and expenses - cash basis for the year then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, these financial statements were prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and net assets of Northeast Recycling Council, Inc. as of June 30, 2005, and its support, revenue, and expenses for the year then ended, on the cash basis of accounting, as described in Note 1.

Jack Laakso and Associates
Brattleboro, VT
July 14, 2005

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization and Nature of Activities – Northeast Recycling Council, Inc. (the Organization) was organized to provide information, education, and research on the benefits of recycling and recycling-related economic development in the Northeast region of the United States of America. Northeast Recycling Council, Inc., incorporated in Vermont on September 1, 2000, is a nonprofit organization as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes. The Organization was originally founded as a program of the Council of State Governments in 1988, and completely separated from the Council of State Governments on September 30, 2001, under a memorandum of understanding.

Cash Basis of Accounting – The Organization's policy is to prepare its financial statements on the cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. Under that basis, the only asset recognized is cash, and the only liabilities recognized are credit cards payable and payroll taxes withheld. All transactions are recognized as either cash receipts or disbursements, and non-cash transactions are not recognized.

The cash basis differs from generally accepted accounting principles primarily because the effects of outstanding program fees (accounts receivable), outstanding grants (grants receivable), grants received in advance (deferred revenue), and unpaid obligations (accounts payable and accrued expenses) at the date of the financial statements are not included in the financial statements. In addition, donated materials and services are not recognized, furniture and equipment are not capitalized, and depreciation is not recorded.

Cash and Cash Equivalents - The Organization considers all highly liquid investments available for current use with an initial maturity of three months or less to be cash equivalents.

Net Assets – The Organization reports information regarding its cash basis financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. There were no permanently restricted net assets on June 30, 2005.

Support and Revenue – Contributions, grants, program and other revenue are recorded as support and revenue when received. Contributions, grants and fees are available for unrestricted use unless specifically restricted by the donor, grantor or program user. If contributions, grants and fees are received with donor, grantor or program user stipulations that limit their use, they are recorded as temporarily restricted support and revenue. When a donor, grantor or program user restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, continued

Estimates – The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts of assets and liabilities, disclosures, and revenues and expenses. Accordingly, actual results could differ from those estimates.

Concentration of Support and Revenue – The Organization received cash for grants of \$27,139 from the United States Environmental Protection Agency (EPA), and \$53,583 from the United States Department of Agriculture (USDA). The Organization received membership dues of \$136,220 from the ten states in the northeastern United States: Connecticut, Delaware, Maine, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont. These receipts accounted for 9%, 17% and 43%, respectively, of the Organization's support and revenue.

Functional Allocation of Expenses - The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs including fixed overhead expenses have been allocated among the programs and supporting services benefited based on time estimates by the Executive Director.

Compensated Absences – All regular employees who work at least twenty hours per week accrue compensated absences according to the Organization's personnel policy. Upon termination of employment, employees receive payment for unused compensated vacation only. Compensated absences are charged to employee benefits expense when paid; none was paid for the year ended June 30, 2005. Accrued compensated vacations, not recorded as a liability, are estimated to be \$16,423 at June 30, 2005.

NOTE 2 – CASH

Cash and cash equivalents consisted of the following at June 30, 2005:

	<u>Carrying Amount</u>	<u>Bank Balance</u>
Chittenden Bank –		
Checking account	\$ 64,302	\$ 77,495
Money market account	<u>43,705</u>	<u>43,705</u>
	108,007	121,200
Key Bank money market account	91,891	91,891
Merchants Bank money market account	<u>86,993</u>	<u>86,993</u>
	<u>\$ 286,891</u>	<u>\$ 300,084</u>

NOTE 3 – CONCENTRATION OF CREDIT RISK

The Organization maintains several bank accounts at three banks. (See Note 2) Accounts at an institution are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$100,000. Cash and cash equivalents exceeded federally insured limits by \$21,200 at Chittenden Bank as of June 30, 2005.

NOTE 4 – TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of the following at June 30, 2005:

State Travel Funds	<u>\$ 4,411</u>
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NOTE 5 – NET ASSETS RELEASED FROM RESTRICTIONS

Temporarily restricted net assets were released from grantor and program user restrictions by paying expenses satisfying the restricted purposes as follows:

EPA grants	\$ 35,666
USDA – Rural Used Electronics	7,889
USDA – Hazardous Waste Assistance to VT & NH Towns	48,850
USDA – Small Business Hazardous Waste Grant	1,373
USDA – Agricultural Events Recycling	1,577
USDA – Mentoring Program	1,578
USDA – Prescription Drug Turn-in	1,578
Electronics Industries Alliance	1,735
State Travel Funds	<u>5,206</u>
	<u>\$ 105,452</u>

NOTE 6 – EMPLOYEE BENEFIT PLANS

The Organization has two defined contribution salary deferral plans administered by TIAA-CREF. The retirement plan covers all full-time employees. Employee contributions may be made at the rate of up to 5% of annual salaries, matched two-for-one by the Organization. The supplemental retirement plan is available to all full-time employees. Employee contributions may be made as determined by Federal law with no contribution by the Organization. No employees took advantage of the supplemental retirement plan during the year ended June 30, 2005. Retirement plan expenses were \$12,009 for the year ended June 30, 2005. The Organization pays a portion of dental, health, and life

insurance for all full time employees who elect coverage. Dental, health, and life insurance expenses included in "Employee benefits" totaled \$2,589 for the year ended June 30, 2005.

NOTE 7 – OPERATING LEASE COMMITMENT

As of June 1, 2005, the Organization entered into a one-year non-cancelable operating lease for its office facility requiring rent of \$10,320 annually. The lease grants the Organization the right to renew the lease for an additional three-year term. Rent expense for the year ended June 30, 2005 was \$10,320, including \$860 of rent for July, 2005. The lease was renewed for an additional year on June 1, 2005. Minimum rental payments for the year ended June 30, 2006, are \$10,320.

Balance Sheet
ASSETS

CURRENT ASSETS/ TOTAL ASSETS

Cash and cash equivalents	<u>\$ 286,891</u>
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Credit cards payable	\$ 436
Payroll taxes withheld	<u>1,362</u>

TOTAL CURRENT LIABILITIES/ TOTAL LIABILITIES	<u>1,798</u>
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NET ASSETS

Unrestricted	280,682
Temporarily restricted	<u>4,411</u>
TOTAL NET ASSETS	<u>285,093</u>

TOTAL LIABILITIES AND NET ASSETS	<u>\$ 286,891</u>
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Audited Financial Statement, FY 2005 ~ Northeast Recycling Council, Inc.

	Unrestricted	Temporarily Restricted	Total
SUPPORT AND REVENUE:			
Grants	\$ -	\$ 80,722	\$ 80,722
Revenue			
Membership dues	136,220	-	136,220
Advisory membership dues	26,769	-	26,769
Consulting project fees	23,687	-	23,687
Conference fees	21,275	-	21,275
Conference sponsorships	16,500	-	16,500
State travel - member meetings	-	6,428	6,428
Interest income	2,108	-	2,108
Net assets released from restrictions -			
Satisfaction of purpose restrictions	105,452	(105,452)	-
Total revenue	332,011	(99,024)	232,987
TOTAL SUPPORT AND REVENUE	332,011	(18,302)	313,709
EXPENSES			
Program services			
Grant programs			
U.S. Environmental Protection Agency grants	37,274	-	37,274
USDA Hazardous Waste Assistance	6,072	-	6,072
USDA Fair	14,292	-	14,292
USDA Peer	12,147	-	12,147
USDA Pharmaceuticals	9,495	-	9,495
Total grant programs	79,280	-	79,280
Council programs			
State travel expenditures	5,206	-	5,206
Project programs	50,182	-	50,182
Member meetings	40,903	-	40,903
Total council programs	96,291	-	96,291
Total program services	175,571	-	175,571
Support services			
General and administrative	141,837	-	141,837
Fundraising	14,131	-	14,131
Total support services	155,968	-	155,968
TOTAL EXPENSES	331,539	-	331,539
CHANGE IN NET ASSETS	472	(18,302)	(17,830)
NET ASSETS, BEGINNING OF YEAR	280,210	22,713	302,923
NET ASSETS, END OF YEAR	\$ 280,682	\$ 4,411	\$ 285,093

Appendix A
NERC BOARD OF DIRECTORS
FY 2005

Connecticut: Judy Belaval
Connecticut Department of Environmental Protection

Delaware: Jim Short
Delaware Department of Natural Resources

Delaware: Tom Houska
Delaware Solid Waste Authority

Maine: George MacDonald
Maine State Planning Office

Massachusetts: Brooke Nash
Massachusetts Department of Environmental Protection

New Hampshire: Sharon Yergeau
New Hampshire Department of Environmental Services

New Jersey: Guy Watson
New Jersey Department of Environmental Protection

New York: Jeffrey Schmit
New York Department of Environmental Conservation

New York: Brenda Grober
Empire State Development

Pennsylvania: Jeff Bednar
Pennsylvania Department of Environmental Protection

Rhode Island: John Trevor
Rhode Island Resource Recovery Corporation

Vermont: Carolyn Grodinsky
Vermont Agency of Natural Resources

Please note: Each state has only one vote, although there may be more than one member of the Board of Directors from each state.

APPENDIX B
Northeast Recycling Council, Inc.

FALL CONFERENCE & BOARD MEETING
UPDATED AGENDA
October 26 – 27, 2004

Hotel Northampton Northampton, Massachusetts

Primary Conference Sponsors



Tuesday, October 26, 2004

- 8:30 Registration & Continental Breakfast
- 9:00 **Welcoming Remarks:** John Trevor, RI RRC, President, NERC Board of Directors
- 9:30 **John Kerry's Environmental Platform** (Invited)
- 11:00 **The Latest News on Beverage Container Recycling Markets** ~ Ed Boisson, Boisson & Associates invited
- 1:30 **The Invisible Recyclable ~ Industrial By-Products**
- Overview of Industrial By-products Beneficial Use Summits and Existing Issues – Paul Ruesch, EPA, Region 5, invited
 - Overview of Existing Markets for:
 - Coal Ash – Jim Roewer, Utilities Solid Waste Activities Group (USWAG), invited
 - Foundry Sand – Chris Moyer, Vice President of the Pennsylvania Foundry Association
 - Paper Mill Sludge – National Council of Air and Stream Improvement (NCASI), invited

Wednesday, October 27, 2004

- 7:30 **Advisory Member Breakfast – *By Invitation Only***
- 8:30 Registration & Continental Breakfast
- 9:00 **Welcoming Remarks:** Jeffrey Bednar, PA DEP, Vice President, NERC Board of Directors
- 9:15 **It's Time Be Proactive: Let's Use Our Regional Strengths to Influence the Future of Recycling ~ What Would it Mean if We Didn't Recycle?** Speaker to be determined
- 10:15 **Toxicity in Packaging – *It's there & it matters!***
- Session Introduction & NERC's Role in the Toxics in Packaging Clearinghouse (TPCH) ~ Lynn Rubinstein, NERC
 - Background of Model Toxics in Packaging Legislation - who, what, where, when, how & why ~ Dave Westcott, CT DEP, TPCH Chair
 - Impact of Legislation on Packaging Manufacturers ~ Tom Bober (previously of Kodak), invited
 - Effect on operations and bottom line,
 - Packaging in states that have adopted Toxics in Packaging legislation as compared to states & countries without these laws, and

- Technical implications & substitutes
 - Impact and Enforcement of Model Toxics in Packaging Legislation ~ Victor Bell , Environmental Packaging International
 - In the U.S. and other countries, and
 - What needs to be done to increase visibility & activity on this issue
- 1:45 **Environmental Auditing of Electronics Recyclers: *Making sure that they are doing what you want them to do & not doing what you don't!***
- EPA's Guidelines for Materials Management EPA's Plug-Into eCycling partners ~ Robert Tonetti, EPA Headquarters
 - Environmental Auditing: What & Why ~ James Sacre, CHWMEG
 - The Basics Of Conducting An Audit: An Exercise ~ Lynn Rubinstein, Executive Director, NERC
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Thursday, October 28 ~ NERC Board of Directors Meeting

8:00 a.m. Continental Breakfast

8:30 a.m. – 12:00 noon

- Conference Feedback and Suggestions
- Director's Report
- Project Updates
- Treasurer's Report
- Updates from Board and Advisory Members
- Dates & locations for 2005 Conferences

Northeast Recycling Council
SPRING CONFERENCE & BOARD MEETING
March 22 – 24, 2005

AGENDA

Major Conference Sponsors



Tuesday, March 22, 2005

8:30 **Registration & Continental Breakfast**

9:00 **Welcoming Remarks:** John Trevor, RI RRC; President, NERC Board of Directors

9:30 **The Changing Role of Recycling Trade Associations and Their Affect on Recycled Material Markets**

Bill Heenan, President, Steel Recycling Institute

- Why Have Some Trade Associations Folded And Others Flourished Over the Past Two Years?
- How, When & Why do Recycling Trade Associations Work with Each Other?
- Where are Trade Associations headed?

Panel Discussion on the following topics:

- Trade Associations' Relationships with State & Municipal Governments,
- Their Biggest Successes & Challenges in Working with State & Municipal Governments,
- Their Biggest Successes & Challenges in Addressing Recycling Markets, and
- Their Biggest Successes & Challenges in Addressing Commercial Collection Issues.

Panelists:

Fran McPoland

Principal, Collin Murphy - representing the Paper Recycling Coalition

Alan Ratner

President, Metal Management Northeast; and ISRI member

Steve Navedo

Vice-Chair, Association of Post-Consumer Plastics Recyclers (APR), and
Sales Manager, Pure Tech Plastics

1:45 **Facilitated Discussion on the Strategies Trade Associations are Using to Get More Material from Business, State & Municipal Recycling Programs**

Session Facilitator ~ John Trevor, RI RRC; President, NERC Board of Directors

A facilitated dialogue with Trade Associations to discuss:

- Strategies Trade Associations are using to increase the supply of recycled materials
- Available resources for supporting municipal and regional recycling programs (research, toolkits, technical assistance, databases, etc.)
- How can we create strategic partnerships between Trade Associations and the people who actually collect the materials: government, businesses, property managers, haulers, etc.?

4:30 **Adjourn**

4:45 **Tour of Northampton Brewery** – Learn about the Brewery’s composting and recycling programs.

Wednesday, March 23, 2005

7:30 **Advisory Member Breakfast - *By Invitation Only***

8:30 **Registration & Continental Breakfast**

9:00 **Welcoming Remarks:** Jeffrey Bednar, PA DEP; Vice President, NERC Board of Directors

9:15 **Shaking Each Tree Branch - Increasing Recovery from Small to Medium Sized Businesses**

Discussion on the perceived and actual barriers to and successes in business recycling programs, and learn from examples where the economics work.

Keynote Speakers ~ Natalie Starr & Ted Siegler, DSM Environmental Services

Case Studies of Cost-effective Business Recycling Programs

- **Adam Mitchell**, Owner, Save that Stuff
Hauls Recyclables and Trash from Small and Medium Sized Businesses in Boston
- **Bill Jones**, Building Manager, North American Specialty Insurance
Manages business recycling program in Manchester, New Hampshire.

1:30 **Scrape Away the Mystery of Paint Recycling - Existing Paint Recycling Programs: How It Works, the Economics, & Future Plans**

- **Melanie Wheeler**, HHW Grant Program Coordinator, NH Department of Environmental Services - Presenting North Country Council's (NCC) Paint Recycling Program, Northern New Hampshire. NCC manages a latex and oil paint recycling program. Approximately 30 towns participate in these programs.
- **Jennifer Holliday**, Environmental & Safety Compliance Manager, Chittenden Solid Waste District, VT ~ CSWD collects latex and oil based paint and processes it for a recycler in Canada. CSWD has also developed a recycled paint which they have been selling since 2002 to help fund the program.

3:15 **Unwanted Drugs - Learn about the issues driving unwanted drug collection programs and the work being done, plus we'll hold a drug collection event as part of this session.**
Lynn Rubinstein, Executive Director, **NERC**

5:00 **Adjourn**

**Thursday, March 24 ~
NERC Board of Directors Meeting**

8:00 a.m. Continental Breakfast

8:30 a.m. - 12:00 noon

- Conference Overview – Tabled Until Evaluations Can be Tabulated & Emailed to Members
- Suggestions for Fall '05 Agenda
- Director's Report – include discussion of how NERC is 'doing' and where do we seem to be headed, in terms of state participation/guidance and funding/support measures, as well as reflection on type and quality of projects being undertaken by NERC
- Treasurer's Report
- Project Updates
- Updates from Board and Advisory Members
- EPA Updates
- Summer planning meeting

NERC

Northeast Recycling Council, Inc.

Agenda

NERC Board & Executive Committee Meeting

May 11 – 12, 2005

Philadelphia, PA

FULL BOARD MEETING

May 11th

10 a.m. – 4 p.m.

Policy Decisions:

- Review NERC's mission & mission statement

“NERC's **MISSION** is to leverage the strengths and resources of its member states to advance an environmentally sustainable economy in the Northeast by promoting source reduction, recycling, and the purchasing of environmentally preferable products and services”

Question: Does it continue to reflect our priorities and potential?

Project priorities:

- Review current projects being undertaken and potential projects
- Discuss what types of initiatives NERC should be engaged in
- Explore how to encourage and increase multi-state collaboration on projects – (most of projects are in Maine, NH, VT)
- What role can/should NERC play in directly impacting recycling markets?

Funding strategies:

- How should we fund project priorities and NERC's operations?
- What can be done and what is the role of state Members?

Participation of Members

- How to create ongoing discussion opportunities for Advisory Members
- How to engage Advisory members, respond to their proposals & ideas, and provide value to them
- How to engage states more fully in decision making process for projects, funding & action

May 12th

8:00 a.m. – Noon

- **Conference evaluation & overview of Advisory Membership Breakfast**
- **Future conference agenda's & topics**
- **How to effectively build on conference discussions**
- **Evaluate having two conferences/year**
- **Increasing Advisory Membership – who & how?**

EXECUTIVE COMMITTEE MEETING

1 – 4

- **Action steps from Board Meeting**
- **FY 2006 Budget**

APPENDIX C
FY 2005 Meeting Sponsors

Sponsors Fall 2004:

- American Plastics Council
- Panasonic
- Public Service Enterprise Group
- Steel Recycling Institute
- Wheelabrator

Sponsors Spring 2005:

- American Forest and Paper Association
- American Plastics Council
- AT&T
- Casella Waste Systems, Inc.
- Hood
- The Newark Group
- Public Service Enterprise Group
- Verizon
- WeRecycle!

APPENDIX D Advisory Members

Sustaining Members



[Eastern Regional Conference of
The Council of State
Governments.](#)



[Newspaper Association
of America \(NAA\)](#)



[Public Service
Enterprise Group \(PSEG\)](#)



[ElectroniCycle](#)



[American Plastics Council](#)

American
Plastics
Council®



[United Recycling](#)

Supporting Members

- American Ref-Fuel Operations of SEMASS
- Association of NJ Recyclers
- BioCycle
- Bristol Resource Recovery Facility Operating Committee
- Canon USA
- Casella Waste Systems, Inc.
- ConEdison
- Connecticut Daily Newspapers Association
- Connecticut Recyclers Association
- Electronics Industry Alliance
- Good Point Recycling
- Housatonic Resources Recovery Authority
- International Association of Electronics Recyclers

- Interstate Refrigerant Recovery (& Board of CRC)
- Maine Resource Recovery Association
- National Recycling Coalition (NRC)
- New England Biosolids & Residuals Assoc. (NEBRA)
- New York State Legislative Commission on Solid Waste
- Northeast Resource Recovery Association (NRRRA)
- Professional Recyclers of PA (PROP)
- Prolerized New England/New England Metal Recycling
- Recycle America Enterprises, LLC
- Resource Recycling
- Rhode Island Office of Strategic Planning & Policy, DEM
- RRFB Nova Scotia
- Sharp Electronics
- Steel Recycling Institute
- Supreme Computer & Electronic Recycling, Inc.
- TOMRA North America
- Town of Andover, DPW
- UltraShred
- We Recycle!, Inc.
- Workwaste LLC