

**Minutes**  
**Annual NERC Board of Directors' Meeting**  
**November 9, 2015**  
Providence, Rhode Island  
*Approved December 4, 2015*

**Present:**

**Board Members:** Robert Isner, Connecticut; Rick Watson, Delaware; Greg Cooper, Massachusetts; Sharon Yergeau, New Hampshire; Guy Watson, New Jersey; Peter Pettit, New York; Sarah Reeves, Rhode Island; Bryn Oakleaf, Vermont; Chip Foley, Ex Officio; and Chaz Miller, Ex Officio.

**Advisory Members:** Ray Dube, Coca Cola Bottling of Northern New England; Lori Scozzafava, Gershman, Brickner and Bratton; and Debra Darby, Organix Solutions

**NERC Staff:** Lynn Rubinstein, Mary Ann Remolador, Athena Lee Bradley, Patricia Dillon, Robert Kropp

**Called to order** by Rick Watson, President of the Board, 5:35 p.m.

Sarah Reeves, RIRRC, was thanked for hosting two glass recycling facility tours this afternoon. Approximately 60 people participated in the tours.

**Treasurer's Report** (Attachment A): After discussion, Guy Watson moved to accept as presented. The motion was seconded by Robert Isner. The vote was unanimous in support of the motion.

**Review of votes taken since previous Board meeting** (Attachment B): Greg Cooper moved to approve as presented, and Sarah Reeves seconded the motion. The vote was unanimous in support of the motion.

**Annual Report:** After discussion, Greg Cooper moved to approve as presented along with FY 2015 Audit. Peter Pettit seconded. The vote was unanimous in support.

**Report of Bylaw Committee:** After discussion of the recommendations presented by the Bylaw Committee, Peter Pettit moved that Article II be amended as presented. The motion was seconded by Guy Watson. There were 7 votes in favor, and one abstention. The motion passed. The new language reads:

*The purposes of the Corporation shall be to conduct research and educate the public about the environmental and economic benefits of recycling and source reduction in the Northeast as well as the United States. Recycling and source reduction includes reuse, re-manufacture, composting, and any other activity that decreases the amount and/or toxicity of material in the solid waste stream requiring disposal. The Corporation shall be operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.*

Additional suggestions were made regarding bylaw revisions and it was agreed that the Committee will continue its work and come back with further suggestions to the Board. The goal is to have completed revisions of the bylaws by early 2016.

**Development Committee Recommendations:** The Committee Recommendations were considered and it was agreed that the Committee will continue with its work and deliberations.

**Process for updating vision statement:** It was agreed that Board members were asked to review the vision statement and send proposed revisions to Lynn. She will compile them and the Bylaw Committee will develop recommendations for consideration by the full Board.

The meeting was adjourned at 9 p.m.

Minutes were recorded by Lynn Rubinstein, Secretary to the Board.

**Attachment A**  
**NERC Treasurer's Report – November 9, 2015**  
**Cash Basis**  
**Period Reported: July 1 – September 30, 2015**

	<b>FY 16 Budget</b>	<b>Actuals</b>	<b>% of Budget</b>
<b>Revenue</b>			
Conference sponsorship	\$19,500	\$500	3%
Grants/consulting	\$229,804	\$89,825	39%
Interest	\$2,200	\$198	9%
State membership dues	\$77,533	\$49,063	63%
Advisory membership dues	\$153,288	\$32,450	21%
Registrations	\$65,000	\$9,750	15%
State travel accounts	\$4,720	\$3,030	64%
Reimbursed/miscellaneous expenses	\$0	\$0	0%
<b>Total revenues</b>	<b>\$552,045</b>	<b>\$184,816</b>	<b>33%</b>
Released from cash reserves	\$0	\$0	0%
<b>Total Revenues</b>	<b>\$552,045</b>	<b>\$184,816</b>	<b>33%</b>
<b>Expenses</b>			
Advertising	\$500	\$0	0%
Bank service charges	\$3,500	\$692	20%
Contract services	\$9,747	\$6,083	62%
Equipment purchases	\$5,000	\$97	2%
Equipment repairs	\$1,250	\$685	55%
Gifts & awards given	\$2,075	\$201	10%
Insurance	\$6,000	\$994	17%
Internet	\$1,500	\$318	21%
State travel costs	\$4,720	\$650	14%
Office supplies	\$1,740	\$154	9%
Permits	\$1,200	\$484	40%
Personnel expenses	\$481,642	\$116,969	24%
Raise/bonus Fund	\$8,429	\$0	0%
Postage	\$450	\$235	52%
Printing (copying)	\$1,250	\$0	0%
Professional services	\$10,635	\$6,803	64%
Promotion & marketing	\$1,200	\$0	0%
Program - meeting expenses	\$23,598	\$5,674	24%
Registrations	\$3,000	\$620	21%
Rent	\$13,000	\$4,323	33%
Subscriptions	\$5,353	\$1,070	20%
Telephone	\$2,800	\$780	28%
Travel	\$36,563	\$6,402	18%
<b>Total Expenses</b>	<b>\$625,152</b>	<b>\$153,234</b>	<b>25%</b>
<b>Net Subtotal</b>	<b>(\$73,107)</b>	<b>\$31,582</b>	<b>25%</b>
<b>Release from Restricted</b>	<b>\$73,107</b>	<b>\$21,931</b>	<b>30%</b>
<b>NET budget for fiscal year</b>	<b>\$0</b>	<b>\$53,513</b>	

**Total NERC cash on hand as of September 30, 2015: \$672,300**

Restricted accounts balance as of September 30, 2015: \$196,616

**Net unrestricted cash on hand as of September 30, 2015: \$475,684**

**Attachment B**  
**Votes Taken by NERC Board of Directors**  
**Between Board Meetings**  
**April 7 – October 25, 2015**

- **Vote on Treasurer's Report**
  - Vote completed April 24, 2015
  - Approved
  
- **Vote to Approve NERC Board of Director Meeting Minutes from April 2015**
  - Vote completed May 11, 2015
  - Approved
  
- **Vote to Re-Appoint Ex Officio Board Members: Chip Foley & Chaz Miller**
  - Vote completed July 21, 2015
  - Approved
  
- **Vote to Adopt NERC FY 2016 Operating Plan & Budget**
  - Vote completed August 4, 2015
  - Approved