



110 ISLAND ROAD, SUITE E, CIRCLEVILLE, OH 43113

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MINUTES OF BOARD OF DIRECTORS
May 30, 2019

A meeting of the Board of the Ross, Pickaway, Highland, and Fayette Solid Waste District was held on May 30th, 2019 at 10 a.m., at the Fayette County Commissioners Conference Room located at 133 S Main St, Washington Ct Hs, OH 43160

The following Board members were in attendance:

Tony Anderson – 10:15	Fayette
Daniel Dean	Fayette
Jeff Duncan	Highland
Terry Britton	Highland
Brian Stewart	Pickaway
Harold Henson	Pickaway
Steve Neal	Ross

Also in attendance:

Erica Tucker	Director
Lauren Grooms	Secretary of the Board

CALL TO ORDER: Mr. Brian Stewart, Chairman, called the meeting to order at 10:05 a.m. A quorum was determined by roll call.

APPROVAL OF MINUTES: The minutes from the November 1, 2018 meeting were previously e-mailed. There being no corrections offered, Mr. Brian Stewart made the motion to approve, Mr. Jeff Duncan seconded to approve the minutes. All were in favor and the motion carried.

FINANCIAL STATUS: Mrs. Lauren Grooms gave a final update on revenue and expenditures for year 2018. For 2018, \$684,500 were appropriated but only \$671,353.35 had been spent. Revenue was reported at \$688,734.92. Mrs. Erica Tucker explained that expenses were right on track. Mr. Brian Stewart made a motion to approve the financial reports, Mr. Steve Neil seconded. All were in favor and the motion carried.



OLD BUSINESS:

Annual District Report: Ms. Tucker spoke about the Annual District report year of 2018. She commented that the ADR was not due to be submitted at the time of the meeting and has yet to be completed. She reminded the board members that the district hired RRS to help complete the report. Mrs. Tucker also notified the board of a 6% increase in residential recycling in 2018. Mr. Brian Stewart motion to approve and Mr. Terry Britton seconded. All were in favor and the motion carried.

Education Review: Mrs. Lauren Grooms summarized the Mid-Year Review Newsletter included in the folders. Mrs. Tucker explained several factors that could cause a decrease in collections, since our count was low for the tire event in Pickaway County.

Direct Mail Marketing: Mrs. Erica Tucker handed out drafts of the mailer for direct marketing. Mr. Brian Stewart recommended removing all details about curbside recycling to prevent confusion to residents who do not have access to curbside. Mrs. Tucker agreed to adjust the mailer to appeal more towards public bin site recycling. After discussing the price of direct mail marketing, Mrs. Tucker mentioned Recycle Coach, a company who specializes in campaigning for solid waste districts. Mr. Brian Stewart and Steve Neil agreed they would rather send direct mailers then use Recycle Coach.

NEW BUSINESS:

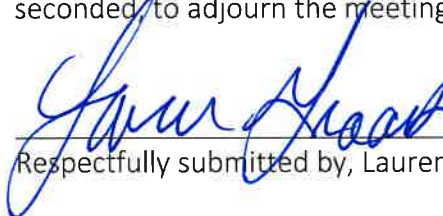
Election of Officers: Mr. Brian Stewart nominated himself to be board president. Mr. Steve Neil motioned and Terry Britton seconded. Mr. Daniel Dean nominated himself to be board vice president. Mr. Jeff Duncan motioned to approve and Tony Anderson seconded. All were in favor and the motions carried.

2020 Draft Budget: Mrs. Tucker reminded the board of an increase in salaries line item due to bringing Mrs. Lauren Grooms full time. Also increased in 2020, contract services was slightly increased to allow funds for marketing. Mr. Brian Stewart recommended increasing grant funds to recruit another community for curbside and Mrs. Tucker agreed it is a possibility. Mr. Steve Neil motioned to approve and Tony Anderson seconded. All were in favor and the motion carried.

Updates:

Ms. Tucker notified the board that The District Office moved to 110 Island Road, Suite E Circleville, Ohio 43113.

ADJOURNMENT: With nothing else to come before the Board, Mr. Jeff Duncan moved, and Mr. Steve Neal seconded, to adjourn the meeting. All were in favor and the meeting adjourned.


Respectfully submitted by, Lauren Grooms


Brian Stewart, Chairman
Stewart
11/14/19
Date of approval

