

# **Bellaire Recycling Committee Meeting**

**June 11, 2008**

## **Members Present**

Mike Haysley

Stephanie Goldfield

Maya Samardzija

Robert Johnson

## **Non-voting Members Present**

Todd Gross, Information Coordinator of Public Works

## **Guests Present**

Gail Edmiston, BRC candidate

## **Call to Order**

- Meeting led by Mike Haysley
- Approved May minutes

## **Committee Business**

- Agreed that we would send any news articles via email and not use meeting time. Craig has sent several articles over the past month and it has been an effective means of sharing info.
- Consensus that we would prefer to use meeting time to discuss projects and limit administrative discussions. Acknowledged that next meeting will be administrative.
- Office Delegates:
  - City Council and DPW Liaison – Robert Johnson (leveraging Craig's relationships)
  - Communications – Stephanie
    - Newsletter – Robert noted that it would improve efficiency if one person served as publisher (content) and another as editor (printing, administrative). Stephanie and Robert will work on the August letter together and we will evaluate after this one
      - Look at last August newsletter. Robert noted that August was the one newsletter where a large amount of substantive info can be included (vs. announcements in other editions)

- Garbage bag delivery Aug. 6-8. Newsletters delivered to DPW by Aug. 1. Quote by July 21<sup>st</sup> (Robert shooting for quote by end of June)
  - Gail Edmiston to contact Gail Davies about an article on C&D recycling, and other construction related sustainability topics (ex. a new ordinance allows for companies to salvage materials from homes to be demolished)
  - Todd will provide performance numbers for the newsletter
    - \*\*\*Todd will find out if we can get one quote for all newsletters for the year. Gail noted that this might allow for a favorable rate.
    - Todd noted that new rules require only one quote for items under \$3,000, so we only need one quote for the newsletter
    - Robert will consider asking Bernie about what parameters would need to be present if we want to get donations from corporations
- Grants – Robert (Primary) and Gail
  - Todd noted past issues and commented that we must have a detailed plan for spending the money
- Education – Stephanie expressed a high degree of interest in this. Mike commented that Craig would probably have a high degree of interest in leading this, and that he should have more availability to work on PROJECTS (see Craig’s List below). Gail and Mike suggested bringing in older kids to help drive these efforts. Mike noted that his niece was a junior at Bellaire High School and would love to have “Student Liaison to City of Bellaire Recycling Committee” on her college applications. High schools students could help with education to their peers, man the booth at events, and take on other responsibilities for education and communication. Could also get a student to serve as web master for the web site. Would need City Council to give this a semi-official stamp.
- Recycling Center – Raised as an area of interest, but not sure what the Committee can do. Robert (as liaison) will contact Joe. Robert will report at next meeting what might possible. Decision deferred as to whether this is a project or role.
- Secretary – Maja
- Events Coordinator – Need a volunteer for this

**Public Works Update**

- Todd provided details on volume, which was of great interest to the Committee. Committee requested that details be provided in each future meeting.

## **Projects**

- Parks & Pools: Bernie Satterwhite informed Mike Haysley that the time was still not right to take on this effort.
- Bin Stickers: If going to be in 2008 budget, need to get these in next month or so. Will likely only need one quote (under \$3000). Need to find out status from Craig. Was this in 2009 budget?

Discussed how we get stickers on bins. Comment made that people will just throw them away if we put them in newsletter. Possibly give away at events, have volunteers walk streets, put in water bill.

- Craig's List – Craig is working on a list of tasks and responsibilities that he regularly handles. Mike commented that freeing up Craig's time from administrative activities so that he can focus on a project would result in significant benefits to the committee. Mike will try to remove these tasks from Craig's plate so that he can focus on a project.

Mike will focus on commoditizing the on-going committee responsibilities via templates, checklists, etc. Will also create a calendar looking at least a couple years out. Need to provide any 2009 dates to City for their calendar by August/September

- CARES/Logo – Idea tabled for now.
- July 4<sup>th</sup> – Need to contact Joe about a truck. Mike will email Gail Edmiston about her participating in July 4<sup>th</sup> activities. Gail indicated that she would be willing to help decorate the truck and had materials (and is a prior award winner for float design!). Mike will coordinate responsibilities and send email out to everyone
- We need to have recycling at events like 4<sup>th</sup> of July. Goal set to purchase a couple of the containers we hope to use at the pool and bring them to our booth for the Pumpkin Patch. Committee members will take the recycling home and include in their Wednesday recycling. Consider branding/logo for this.
- Robert will ask Tracy Dutton if notice is needed for sub-committee meetings.

Next Meeting

July 2, 2008

Submitted by Mike Haysley, Committee Member