

**MEETING MINUTES
RECYCLING & SOLID WASTE REDUCTION BOARD
THURSDAY, AUGUST 11, 2022**

Community Building – John Neighbors Activity Room 6104 Auden, West University Place,
Texas 77005

1) CALL TO ORDER:

Chairman Marlow called the meeting to order at 6:05 PM.

2) ATTENDANCE:

Members Present: Chairman Orval Marlow, Jason Ball, Mary Barnwell, Corrin Davis,
Monte Edlund, Rick Mifflin, Ravi Pai and Shreya Sheth

Also Present: Bianca Cuccerre, (West U, Communications Coordinator) Ed Orozco (West U,
Asst. Director of Public Works), John Barnes (City Council Member)

Member(s) Absent: Julie Fehl, Lindsay Gregory, Eric Orzeck

3) AGENDA ORDER:

There was no change to the Agenda Order.

4) APPROVAL OF MINUTES:

A Motion was made to approve minutes of the July meeting.

1st: Monte Edlund

2nd: Jason Ball

Action: Pass

Vote: Ayes: Chairman Marlow and all present.

5) BOARD MEMBER REPORTS-BUSINESS ACTION/ACTION ITEMS

(a) New Neighbor Program- Sheth

Sheth reported that she hasn't tallied the reports, and she will send out June's New Neighbor delivery list soon.

(b) West U Elementary School (WUES) Update- Fehl/Gregory/Board

Fehl and Gregory were absent and will report next month.

(c) What To Do With It (WTDWI) -rework/update—Barnwell/Sheth/Board

Orozco hopes to have a draft to distribute to the Board by next month.

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(d) Pumpkin Flyer- Board

Barnwell will prepare a second pass and send to Orozco, Edlund, and Sheth. Sheth will contact Fehl and Gregory for information on the Candy Wrapper Collection Program.

(e) Upcoming Events:

- (i) October 2022- West U Elementary School- Boo Bash- Pai volunteered to Chair the Event. Barnwell and Davis offered to assist with booth supplies.
- (ii) November 5, 2022-Shredding Event-Board-Mifflin
- (iii) December, 2022- Holiday Event-Board

(f) Social Media Themes: September/October 2022- Davis/Board

The Board appreciated Davis's September's social media theme- Back to School lunch suggestions. Board members should send suggestions/changes to her.

(g) Currents articles discussion-Edlund/Board

Publication deadlines:

Winter 2022 Curbside Recycling Guidelines update

(December, January, February)- Due 8/22/22

The draft update is in progress. Marlow requested that final revisions be completed prior to the due date of 8/22/22.

(h) Miscellaneous

Marlow reported that there is a recycling game available for Board members to learn about curbside recycling.

Marlow discussed whether the Board wants to sponsor a Compost Recycling Class that former Board members have offered to provide. The Board discussed the topic and will continue discussions next month. A suggestion was made to ask former Board members to make a presentation to the former Board members who have volunteered to provide the class.

(6) WEST U STAFF REPORT- Staff Report- Recycling and Solid Waste and West U Collects App Stats

Orozco provided stats by email prior to and during the meeting. ITR's Gassmer facility is not up and running to date. Ball commented that because Mohawk has reduced production, their facility closures have reduced the income for recycled plastics significantly. Orozco also reported that the net contamination rate has been reported to be over 26%. Orozco will inquire as to the reason for the high contamination rate and report back to the Board.

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7) CHAIRMAN’S REPORT:/BOARD MEMBER COMMENTS

Chairman Marlow announced that upon his departure, Monte Edlund and Shreya Sheth will serve as Co-Chairs for the remainder of this Board’s term. He discussed Board successes during his tenure and thanked everyone for their service. The Board thanked Marlow for his service and City Council was present to thank him for his years of service.

8) ADJOURNMENT:

At 6:57PM, Edlund motioned to adjourn tonight’s meeting to September 13, and the motion was seconded by Mifflin. The Board voted unanimously to adjourn the meeting to September 13.

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**Attachment 1
Action Items –August, 2022**

Action Item	Board/Staff Lead	Next Review Date	Completion or Event Date	Comments
Train RSWRB members on recycling.	Board	9/13/22		
Review Candy Wrapper Collection Flyer	Board	9/13/22		
Food Waste Discussion	Board	9/13/22		Board members will share attendance at City Council meetings as listed on Sign-Up Genius.
WTDWI (What to do with it flyer)	Barnwell/Sheth	9/13/22		Orozco will try and have a draft ready by the next Board Meeting, but a date is to be determined.
Organize the RSWRB Storage Area	Davis/Barnwell	9/13/22		Davis and Barnwell to coordinate with Orozco, who offered to purchase containers as needed.
Placement of RSWRB info on the City's computer system	Board	9/13/22		Orozco said a Password that allows Board members to view archived files should be available by the August 9 Board meeting.
October WUES Boo Bash	Pai	9/13/22		
Fall Shredding Event	Mifflin	9/13/22	11/5/22	

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Spring 2023 <i>Currents</i> Article (March, April, May)	NEED CHAIR		11/18/22	
December Holiday Event	NEED CHAIR			
Binders for (new) members, both manual and online.				
Summer 2023 <i>Currents</i> Article (June, July August)			2/21/23	
Fall 2023 <i>Currents</i> Article (September, October, November)			5/23/23	
Winter 2023 <i>Currents</i> Article (December, January, February)			8/22/23	
Curbside Recycling Guidelines	Ball	11/9/21		Ball offered to review the latest on plastics for curbside recycling. This will not be in time for the Winter <i>Currents</i> issue but will help for future reference.
WUES Communications	Fehl/Gregory	Ongoing	Ongoing	

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Neighborhood Welcome and Bin Delivery	Sheth	Ongoing	Ongoing	
Closed Action Items				
West U Winter <i>Currents</i> -Curbside and Recycling Guidelines	Marlow	10/12/21	10/16/21	
WUES Fall Carnival (Boo Bash)	Marlow	11/9/21	10/16/21	
West U Shredding Event	Mifflin	11/9/21	11/6/21	
Social Media-November	Davis	11/9/21	11/9/21	Focused on America Recycles Day.
Spring 2022 <i>Currents</i> Article (March, April, May)	Orzeck		11/19/21	Topic is Medical Bridges. Marlow to email Board Members for review.
Master Recycler Report	Marlow	12/14/21		Yvonne Jacobs made a presentation to the Board. Susie Hairston was present.
Social Media-December	Davis	12/14/21	12/14/21	Davis prepared social media topic for greening up your holidays.

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Candy Wrapper Collection	Fehl/Gregory	12/14/21	11/12/21	
Check with West U App to update reference discontinuance of Styrofoam collection at Westpark.	Marlow	2/8/22	2/8/22	
Summer 2022 <i>Currents</i> Article (June, July, August)	Marlow	N/A	2/21/22	
Holiday Tree Lighting Removal	Barnwell/Pai	2/8/22	2/24/22	Barnwell provided a written report.
WUES Service Day	Fehl/Gregory		3/28/22	Barnwell and Davis participated.
Easter Spring Festival	Sheth		4/9/22	
WUES Earth Day	Fehl/Gregory		4/22/22	
Tour of MRF Facility	Marlow		4/30/22	
Spring Shred It Event	Davis		5/7/22	

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Fall 2022 <i>Currents</i> Article (September, October, November)	Davis		5/23/22	Yard Waste
Winter 2022 <i>Currents</i> Article (December, January, February)	Edlund	8/11/22	8/22/22	
Review Pumpkin Collection Flyer for 2022	Barnwell	8/11/22		Orozco provided a draft.