

**MEETING MINUTES
RECYCLING & SOLID WASTE REDUCTION BOARD
TUESDAY, SEPTEMBER 13, 2022**

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

1) CALL TO ORDER:

The meeting was called to order at 6:01 PM.

2) ATTENDANCE:

Members Present: Chairpersons Monte Edlund and Shreya Sheth; Mary Barnwell, Corrin Davis, Julie Fehl, Lindsay Gregory, Rick Mifflin, Eric Orzeck, and Ravi Pai

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

Member(s) Absent: Jason Ball

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: Davis

2nd: Sheth

Action: Pass

Vote: Ayes: Chairpersons Edlund and Sheth and all present.

5) BOARD MEMBER REPORTS-BUSINESS ACTION/ACTION ITEMS

(a) New Neighbor Program- Sheth (Need Chair)

Barnwell offered to take over the New Neighbor program and provided a revised update of the “Sorry We Missed You Flyer” which was approved by the Chairpersons.

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

Fehl and Gregory reported on recent events regarding back-to-school planning and activities. Projects include classroom recycling, event recycling, and other projects. Bins were placed in classrooms last year and a request for bins on wheels/casters has been made for the cafeteria. Regarding back-to-school events, recycling containers were discussed. Fehl and Gregory will meet with Boo Bash Chairs to discuss

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recycling containers at the event. Last week, Fehl and Gregory met with WUES Girl Scouts to discuss a crayon recycling project. They also plan to do candy wrapper recycling and partner with Mendit. October 4 will be a day of service and involve the Garden area. Caroline Walter with help with the pond and Zoo partnership. Plans are to power wash the recycling and trash containers around the school and to paint some of the metal recycling containers and bike racks. The Principal is very interested in putting out recycling notifications.

(c) Upcoming Events:

- (i) October 15, 2022- West U Elementary School- Boo Bash- Pai volunteered to Chair the Event. Barnwell and Davis offered to assist with booth supplies and during the event. The same site as last year will be requested. Suggestions were made that the Board come up with some new games to educate about recycling. Prizes and booth décor were discussed. Gregory suggested the Board consider creating a more polished booth experience by considering a professionally made table cover. Davis suggested a banner to advertise playing a game to win a prize. Orozco will communicate with Bianca Cuccerre to assist the Board develop a branding concept.
- (ii) November 5, 2022-Shredding Event-Board-Mifflin
- (iii) December, 2022- Holiday Event-Board (Need Chair)

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

Davis provided “Know what to Throw” as the social media concept for October. Orozco will look into how to address bin delivery notification, maybe requests for bins could be placed on the West U Collects App. Barnes suggested a link/QR code be placed on the water bill.

The November topic will relate to the November 15th date dedicate to America and Texas Recycles Day.

(e) Currents articles discussion-Edlund/Board

Publication deadlines:

Winter 2022 -Curbside Recycling Guidelines update completed

Spring 2023- Fehl volunteered to prepare a Currents article on food waste/composting.

(f) Miscellaneous

Barnwell is still working on West U Collects App Update.

Councilman Barnes said the City will include Food Waste in their budget discussions on Monday, September 19.

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(6) MASTER RECYCLER COURSE REQUEST

Former RSWRB members, Susie Hairston and Steve Selzer, provided a discussion of the Master Recycler Class for the Board's consideration to sponsor. Former RSWRB members will be responsible for all aspects of the class, such as room reservations, and conducting the class. Sheth asked for slides and promotional materials to review. The Board voted to support the class.

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

Orozco said that the West U Collects App has been updated, except for the "Wizard" section. Orozco also mentioned the plastics revenue has decreased from generating revenue to now having to pay.

(8) CHAIRMAN'S REPORT:/BOARD MEMBER COMMENTS

None.

9) ADJOURNMENT:

At 7:45 PM, Fehl motioned to adjourn tonight's meeting to October 11, and the motion was seconded by Pai. The Board voted unanimously to adjourn the meeting to October 11.

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

Action Item	Board/Staff Lead	Next Review Date	Completion or Event Date	Comments
Bring Projector to November meeting	Sheth	10/11/22		
Obtain quote for 96-gallon bin for WUES	Orozco	10/11/22		
Food Waste Discussion	Board	10/11/22		Board members will share attendance at City Council meetings as listed on Sign-Up Genius.
Order prizes for Boo-Bash and other events	Edlund/Sheth/ Orozco	10/11/12		Adult prize for guess the number of plastic bottle tops in the jar
Train RSWRB members on recycling.	Board	10/13/22		
Review Candy Wrapper Collection Flyer	Board	9/13/22		
WTDWI (What to do with it flyer)	Barnwell/Sheth	10/11/22		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	10/11/22		Orozco suggested Davis and Barnwell send him an Amazon link with storage containers we would like.

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Action Item	Board/Staff Lead	Next Review Date	Completion or Event Date	Comments
Placement of RSWRB info on the City's computer system	Board	10/11/22		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	10/11/22	10/15/22	
Fall Shredding Event	Mifflin		11/5/22	
Spring 2023 <i>Currents</i> Article (March, April, May)	Fehl	10/11/22	11/18/22	
December Holiday Event	NEED CHAIR	10/11/22		
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	

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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 Currents issue but will help for future reference.
WUES Communications	Fehl/Gregory	Ongoing	Ongoing	
Neighborhood Welcome and Bin Delivery	Barnwell	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.

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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.
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.

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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	
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.

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