



Memorandum (Minutes Correction – Rod Regier & Dave Durrell Not in attendance.)

DATE: April 1, 2024
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: **Agenda – Full Board of Directors Meeting**

There was an **ecomaine** Board of Directors Meeting held on **March 21, 2024**. The meeting was called to order by Bill Shane, Chair.

Item 1: **Approval of the Minutes**

Troy Moon motioned to approve the minutes from February 15, 2024. The motion was second by Mike Murray. All in favor.

Item 2: **Outreach & Recycling Committee Report – Caleb Hemphill, Chair**

Caleb Hemphill reported that the committee last met on February 8, 2024, and reported out the following highlights from the meeting:

- FY 24 (year-to-date) overall outreach of people reached is 35, 000. Staff have reached 58% of their outreach goal for the year.
- **News Center Maine** featured ecomaine in a News Center Maine segment of “VERIFY”. This segment focuses on dispelling myths and misconceptions about recycling.
- Upcycle Challenge is now open and accepting submission, the deadline for submission is March 29, 2024. The purpose of the challenge is for students to take items that would be thrown away and create an all-new useful invention from the item. Staff have sent out promotional emails to our schools and friends of ecomaine to get the word out. Please pass this to school administrators and the recycling committees and organizations in your communities.
- Staff have been working to advocate **ecomaine** support for the Product Stewardship Packing program currently in the rulemaking process with the Maine Department of Environmental Protection. The program will help recycling efforts by providing producer-supported funding for expanded efforts and infrastructure to divert and collect more packaging for recycling.
- Social Media Spotlights – Staff put together a campaign as part of National Engineers Week, featuring different members of ecomaine team highlights their engineering background. In conjunction with Women’s History Month, staff spotlighted “Women in Waste” here at ecomaine. Both highlighted the incredible talent we have here at ecomaine. Please check out ecomaine Facebook,

Instagram and LinkedIn on these efforts.

- Community Tagging Program for recycling is scheduled for mid-May. Brunswick, Gorham, and Kennebunkport towns are targeted for this year's effort.

Item 3: Finance & Audit Committee Report – Anne Bilodeau, Chair

Anne Bilodeau reported that the committee last met on January 18, 2024, and reported out to the Full Board on that date.

Anne noted that she had reviewed Cash Disbursements with staff prior to the board meeting today. She also noted that Staff provided her with a overview of the FY 25 proposed budget.

Anne requested a motion from the Board to add to the agenda the Resolution Authorizing Lease Financing for discussion and approval.

Greg L'Heureux provided background information of the EPA Grant and Lease Financing of Electric Vehicles.

Linda Cohen motioned to add to the agenda Lease Financing Authorization of Electric Vehicles. The motion was second by Jim Gailey. All in Favor.

Troy Moon motioned to authorize staff to proceed with lease financing of Electric Vehicles. The motion was second by Jim Gailey. All in favor.

The next Finance & Audit committee meeting will be on March 28, 2024 on the FY 25 Budget all are welcome and encouraged to attend.

Item 4: Diversity, Equity & Inclusion

Bill Shane briefed the board on the next steps in our Diversity, Equity & Inclusion efforts. Bill noted that we will be putting together a Sub-Committee to assist us in determining next steps. All board members interested in serving on the sub-committee should contact Bill Shane, Chair.

Item 5: Presentation – FY 25 Proposed Budget

Kevin Roche (staff) presented the proposed budget for FY 25. The presentation consisted of the following:

- Review of the current year forecast comparing FY 24 Budget to the FY 24 Forecast, a review FY 25 Budget comparing FY 24 Budget & FY 25 Budget.
- Review of current and historical trends and projection in all areas of tonnage (Owner, Contract, Commercial, Spot etc.). Tipping Fees, Electricity, Recycling and all sources of revenue were discussed. Operating Costs, Summary of Investments and Capital Projects/Expenditures were also included in the presentation.

In summary the proposed budget is consistent with our 5-year plan and our continued commitment to the ecomaine mission. The was a brief discussion.

Item 6: **Managers Report**

Kevin Roche (Staff) provided an update on the following:

- EPA MACT (Maximum Achievable Control Technology) Staff have drafted a response for submission to the EPA on the proposed draft rules.
- Recycling Markets are producing favorable results.
- Update of PERC & Fiberight.

Adjourn: Linda Cohen motioned to adjourn. The motion was second by Caleb Hemphill. All in favor.

Present:

Dennis Abbott, Anne Bilodeau, Carrie Castleman-Ross, Patrick Christian, Linda Cohen, Donald Cushing Jr., Terry Deering, Mike Foley, Matthew Frank, Jeremy Gabrielson, Jim Gailey, Caleb Hemphill, Doug Howard, Jessica Maloy, Troy Moon, Mike Murray, Heidi Richards, Bill Shane, Erik Street, Tony Ward & Rod Wood

Staff:

Jamie Garvin, Wei Huang, Greg L'Heureux, Abigail Hart, Bea Johnson, Denise Mungen, Kevin Roche, Julian Sellers & Kevin Trytek