

**METROPOLITAN ENVIRONMENTAL TRUST
BOARD OF TRUSTEES MEETING**

Thursday, August 11, 2022, 1:00PM
St. Francis Conference Room, Tulsa Chamber of Commerce
WTI, One West Third Street. Suite 100, Tulsa, OK
Meeting Minutes

Present

Ellen Bussert, Bixby
Julie Monnot, Claremore
Robyn Murray, Coweta
Gerald Gilbert, Glenpool
Barry Parsons, Jenks
Derek Campbell, Sand Springs
Terry Ball, Tulsa

Not Present

Scott Eudey, Chair
Craig Stokes, Collinsville
Charlene Lawrence, Owasso
Wagoner Trustee

Others Present

Beth Anne Childs, Attorney
Jerry Schuber, BA
Gary Percefull, New Solutions
Holly Hilst, M.e.t.
.Patrick Hayes, M.e.t.
Terrie Hannam, M.e.t.
Bobby Schultz, M.e.t.

The Trustees of The Metropolitan Environmental Trust met on August 11, 2022 with Agenda posted August 4, 2022, and with Tulsa City and County Clerks. Vice Chair Terry Ball called the meeting to order at 1:00 PM. He read Agenda Item B as to consider, discuss and take appropriate action, including to adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue the following items:

Item 1) Introductions: Possible Wagoner Trustee

There is not a new Wagoner Trustee to date.

Item 2) Consideration, discussion, and possible approval of Minutes for the Board of Trustees Meeting on July 14, 2022

John Fothergill moved to approve the July 14, 2022 Minutes. Derek Campbell seconded the motion. The motion passed unanimously.

Item 3) Report from the Executive Director for July 2022, including specifics on Meetings and Activities

Director Bobby Schultz displayed a list of educational activities from July 2022. He mentioned the various summer schools. He introduced Patrick Hayes as the new Rural Educator to focus on the outlying communities such as Kellyville and Mounds as part of a grant. He reviewed various meetings to stay ahead of the busy fall events.

Item 4) Review of Fiscal Year 2022-2023 Financials, including Balance Sheet, Income Statement, General Ledger by Center, Budget Report, and:

Item 4a) Review Budget Report, Consider Approval of Budget Report with Possible Amendment Transfers and/or Appropriation of Additional Revenues

Bobby Schultz reviewed the *Balance Sheet*. About the *General Ledger by Center*, he mentioned it is only one month of reporting into the new fiscal year. He commented on Broken Arrow's operational revenue for one month is about \$4,000.

In the *Income Statement*, Bobby Schultz pointed to the bulb revenue already at \$1,000 for one month. Code 6300 for fuel is already at \$2,344 for one month. Under revenue in the *Budget Report*, Bobby Schultz pointed to line 9 (code 4011) for one month of television/CRT fees at \$2,194. Line 14 (code 4999) miscellaneous income

is the sale of the surplus truck and roll-off. The truck sold for \$15,002 and the roll-off for \$4,101. Line 84 expenses of the billboard lease. He said this is for two billboards near our downtown center that we pay for a lease and then rent. Line 99 (code 6145) STEM educator is for the Rural Educator. Bobby Schultz said we budgeted \$12,480 but will likely transfer funds from the PepsiCo Grant through Friends of The M.e.t. later in the year.

Item 4b) Consider Approval of Receipts and Disbursements for July 2-31 and August 1, 2022

Bobby Schultz reviewed the following checks:

- Check #26003 Auto Glass Unlimited for \$650 to replace two windshields and a glass door window.
- Check #26022 Stacie Lewis for \$50 to update the household pollutant voucher spreadsheet with formulas for the new fiscal year.
- Check #26039 Mike's Towing Service for \$143 to move a trailer in disrepair.
- Check #26048 Sims Metal for \$736.80 was to reimburse for overpayment of car batteries.
- Check #26050 Smiths Welding Fabricating for \$471 is the repair of the trailer that was towed.
- Check #26052 Terri Brannin for \$333 for monthly bookkeeping service
- Check #26032 For Arvest Credit Card charges, there is a charge for cell phones to U.S. Cellular for field staff; Craigslist charge for posting the sale of the truck. He thanked Charlene Lawrence who accepted the bids for the surplus items on The M.e.t.'s behalf.

Bobby Shultz reviewed the August 1st rental checks.

Derek Campbell moved to approve the receipts and disbursements from July 2-31, 2022 and Aug 1, 2022. Ellen Bussert seconded the motion. The motion passed unanimously.

Item 5) Presentation, Discussion, and Possible Action on Recycling Depot Program, including:

Item 5a) June Material & Revenue Depot Report with Operational Revenue Comparison

Bobby Schultz referred to page four of the report which shows FY 21/22 total collections. He said the household battery number is missing from the Broken Arrow location, it should be about 14,000 pounds. He pointed out the 29,260 gallons of motor oil collected through the year and it's importance of being out of the waste system and recycled properly. John Fothergill asked that these yearly totals make it on Facebook posts, especially batteries taken out of the waste stream. He suggested making a comparison or analogy to how something else weighs like a whale. Bobby Schultz introduced Holly Hilst who handles our social media.

Bobby Schultz said Claremore had the highest collection in the month of June. He said because Coweta and Glenpool numbers are sporadic, he plans to boost these centers on Facebook.

Item 6) Consider Approval to Renew Billboard Lease Agreement

John Fothergill moved to renew the agreement with Betty Henry Trust for billboard rental. Julie Monnot seconded the motion. The motion passed unanimously.

Item 7) Consideration, Discussion, and Presentation on Household Pollutant Regionalization, including Voucher Numbers Utilized

In July, Bobby Schultz said 72 vouchers were utilized.

Item 8) Report of Public Relations & Education, Including: Media, Ads, Articles, Events

Bobby Schultz reviewed the July 2022 analytics with an increase reach on Face Book by 33%. The top post was about the Glenpool Center which we boosted as part of the grant we received from Wal-Mart. He said Holly Hilst put together the back-to-school newsletter and it mentions the Gold Level Score through Sustainable

Tulsa. He mentioned the series in the month of August is going to be on litter. Bobby Schultz said the Monarchs on the Mountain event is September 17th.

Item 9) Report of Friends of M.e.t. Inc. Including Information on Grants, Funding Opportunity Efforts and America Recycles Day

Bobby Schultz said the grant process is ongoing. We do have funds from PepsiCo grant that will be transferred in the future. He displayed a copy of the sponsorship requests with the event being held at Tulsa Drillers Eide Bailly Conference Center. It is a great event to help honor those who are making a difference in recycling. Currently, the sponsors are PSO, OKRA, and Jacobs but are in need of more in order to have a successful event.

Item 10) Comments by Trustees

There were no comments from trustees.

Item 11) Comments from the Public

Jerry Schuber said he will be missing the next few months due to participating in Leadership Broken Arrow.

Item 12) New Business

There was no new business.

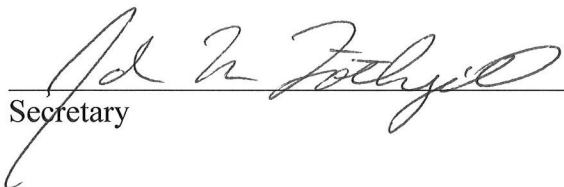
Adjourn

Ellen Bussert moved to adjourn. Terry Ball seconded the motion. The meeting adjourned at 1:50 PM

ATTEST:

Date Approved: 9-8-2022


Chair


Secretary