

**METROPOLITAN ENVIRONMENTAL TRUST
BOARD OF TRUSTEES MEETING**

Thursday, April 8, 2021, 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
Scott Eudey, Broken Arrow
Julie Monnot, Claremore
Rob Werley, Glenpool
Tim Doyle, Jenks
Charlene Lawrence, Owasso
Derek Campbell, Sand Springs
Terry Ball, Tulsa
John Fothergill, Tulsa County
Robyn Murray, Wagoner

Not Present

Craig Stokes, Collinsville
Tom Young, Coweta

Others Present

Beth Anne Childs, Attorney
Bill Cade, Br.Arrow
Galea Albano, Br. Arrow
Marquis Jones, Br. Arrow
Gary Perceful, New Solutions
Maureen Turner, Tulsa
Terrie Hannam, The M.e.t.
Bobby Schultz, The M.e.t.

The Trustees of The Metropolitan Environmental Trust met on April 8, 2021 posted date April 1, 2021 with Tulsa City and County Clerks. Chair Scott Eudey called the meeting to order at 1:00 pm.

Item 1) Consider Approval of Minutes for the Board of Trustees Meeting on March 11, 2021

Terry Ball moved to approve the March 11, 2021 Minutes. Tim Doyle seconded the motion. The motion passed unanimously

Item 2) Report from the Director for March 2021, including specifics on Meetings and Activities

Bobby Schultz said he did a photo shoot for Tulsa People Magazine's article. He said on St. Patrick's Day, he met virtually with AAON's go green committee. The M.e.t. is partnering with them to put out some social media posts on sharps. In regard to education, he said Ali Kalenak is continuing meeting with students, 58 schools to date for this year.

Bobby Schultz expressed appreciation to the City of Tulsa's staff at the pollutant facility who gave him a tour. During the Big Clean Spring event at the fairgrounds, he said many pollutant fliers were distributed and then the same day, the Household Pollutant Collection Facility had its largest collection day.

About the M.e.t. Finance Budget Committee, Bobby Schultz said they met on May 2nd and discussed the TARE vote to no longer fund the Downtown Tulsa and East Tulsa site and also the need to get more accurate financial representation of the centers and special events. For other programs, he said he met with Claremore about the problems with cardboard, had other Zoom meetings and prep meetings for special events.

Item 3) Review of Fiscal Year 2020-2021 Financials Including Balance Sheet, Income Statement, General Ledger by Center, Budget Report and:

3a) Review Budget Report. Consider Approval of Budget Report with Possible Amendment, Transfers and/or Appropriation of Additional Revenues

Bobby Schultz reviewed the *Balance Sheet* and *General Leger by Centers*. For the General Ledger, he said he would like to include administration costs such as the cage hauler's time, tracking how many phone calls on each depot, etc. He reminded all, the recycling centers are a service and there will never be a point where operational income is more than expense.

About the *Budget Report's* revenue, he pointed to Line 12-Grants, Bobby Schultz said we have yet to spend funds in order to receive the grant reimbursement. Donations includes gift from Friends of The M.e.t. mainly funds from Brannin Family Foundation. He reviewed the following expense items:

- Line 35- office supplies is slightly over due to price of ink cartridges.
- Line 43- Processing Services for TV-CRTs is over in both income and expense. John Fothergill asked if there is a way to track the televisions that are dumped at different locations. Bobby Schultz said he will try to figure a way to track this.
- Line 58 - Porta John Rental, he mentioned the previous matter with the stolen portajon is now settled and the portajon company is not going to charge The M.e.t. for this item.
- Line 83 - Enviro Expo shows no expense at this time, however, he reminded all the event is May 12th and to expect tent rental and other items at a later date.
- Line 54 - vehicle expense, he said we decided not to purchase a vehicle, however, it is necessary to buy a riding mower for the sites require mowing. Terry Ball asked if The M.e.t. will look into grants for vehicles. Bobby Schultz said he is pursuing this.

3b) Consider Approval of Receipts and Disbursements for March 2-31, 2021, and April 1, 2021

Bobby Schultz reviewed the following checks:

- Check 25053, Advance Electrical Services for \$85 is a delayed billing from the installation of the hut at the Central Tulsa Depot.
- Check 25058, Arthur J Gallagher for \$756 is for officers' bonding
- Check 25087, GGP Parks LLC for \$500 is the deposit for Enviro Expo on May 12th of which Friends of The M.e.t. will reimburse.
- Check 25099, Stein Iron Works for \$1,945 for refurbishing a roll-off and will be reimbursed with the DEQ grant.
- Check 25105, Bobby Schultz is auto and cell phone allowance.

John Fothergill moved to approve the receipts and disbursements for March 2,-31, 2021 and April 1, 2021 as presented. Rob Werley seconded the motion. The motion passed unanimously.

Item 4) Report of the Finance Budget Committee Including Update on TARE Board Vote Regarding Defunding Two Tulsa Centers and Possible Draft Fiscal Year 2021/2022 Budget and Assessments

Finance Budget Chair Tim Doyle said the committee had a virtual meeting and discussed TARE's decision to defund the centers. He said they anticipate an amount around \$80,000 but said a final amount has not been determined. A draft budget showing \$100,000 less in assessment from Tulsa was displayed. Terry Ball said this current year, TARE had an assessment aside for three depots, they have now memorialize to fund one depot for FY 21/22. Tim Doyle said all the trustees need to prepare as a Board for the following year's budget FY 22/23 and the desire is to have no one community subsidizing another community's recycling center.

Scott Eudey said the Finance Budget Committee will have to continue to meet after this year's budget to assist in funding formulas discussions. He asked all the trustees to take this draft budget and assessment numbers

back to their community and the plan is to have a budget ready for approval at the May meeting. He said to forward questions directly to Bobby Schultz.

Item 5) Presentation, and discussion on Household Pollutant Regionalization, including Voucher Numbers

Bobby Schultz reviewed the number of vouchers expended and pointed to the final column showing how many remain for the year. As an observer listening to staff vet calls, he said there are an incredible amount of calls regarding latex paint. For the number of prepaid vouchers for the next fiscal year, he will look at the history of the vouchers used and recommend a number.

In regard to the survey shown last month regarding how each community wants to handle latex paint and number of vouchers per citizen, Ellen Bussert said Bixby does not want to make any changes.

Item 6) Presentation, discussion, and possible action on Recycling Programs, including:

6a) February 2021 Material & Revenue Depot Report with Operational Revenue Comparison and Calendar 2020 Year-End Report

Bobby Schultz reviewed Page 2 the *Material and Revenue Report* shows January had 68,840 pounds of glass and only 18,500 in February. All the numbers are down except for plastic bags, he mentioned that staff discussed possible reasons with the pandemic such as citizens doing drive through pickup of groceries which supplies everything in plastic bags and shoppers not able to use re-usable totes. He reviewed the operational revenue.

6b) Friends of The M.e.t. Inc., Report on Pursing Sponsorship of Two Recycling Centers

Bobby Schultz said the Friends of the M.e.t. Inc. are pursuing opportunities for funding Downtown Tulsa and East Tulsa Depots. The initial proposal was accepted and now it needs to go through the foundation's board this month. He said he is cautiously optimistic. Some other revenue streams, he said to come up with a card at the centers to hand to visitors about supporting Friends of the M.e.t. Inc.

Item 7) Update on Progress of the Resolutions and Amended Trust Indenture with Each M.e.t. Beneficiary

Scott Eudey announced that as of today, Wagoner is a formal member of The M.e.t. All applauded and welcomed Wagoner's representative Robyn Murray.

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

In social media, Bobby Schultz said viewing is up 356% and post engagement up 285%. He said new followers are looking at old content as well. He reviewed statistics from the Big Clean Spring event and said it brought a lot of activity through our website. Broken Arrow was the third most visited page on our website. The newer website that works like an app on the phone, RecycleThisTulsa.com, statistic numbers have decreased this month. He said they plan to push this name on the giveaways during Enviro Expo.

Bobby Schultz said Tulsa County has spearheaded a cleanup for the Oakhurst area and The M.e.t. will handle e-waste and tires on April 10th. We are assisting City of Claremore in a big collection event on April 24th. Julie Monnot expressed appreciation.

Bobby Schultz said May 6th is the Tulsa Driller's Go Green Night and 1,000 Cody Bellinger's bobble heads. He asked any Board members to RSVP if they plan to attend for accessibility.

Due to covid, Bobby Schultz said we have pushed Enviro Expo out from Earth Day to May 12th following Mayfest the weekend prior. It will have live music and giveaways. During the month of April (Earth Month), staff is doing a contest every week for a chance to win a prize and generate environmental discussion. For example, he said Week 1 is a compost bin giveaway and will discuss composting and how to handle your yard in an environmentally sound way. Week 2 is buy local and gift to farmers market.

Item 9) Update and related discussion on Grants and Funding Opportunity Efforts

Bobby Schultz said he is continuing to work on grants. He mentioned a grant opportunity for possible Styrofoam recycling. He reported that Friends of the M.e.t. Inc. is looking into becoming a United Way agency.

Item 10) Comments by the Trustees

No comments

Item 11) Comments from the Public

No comments.

Item 12) New Business

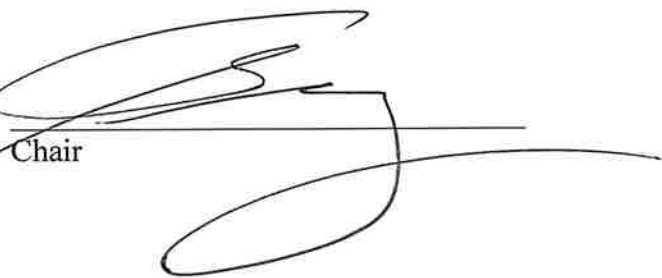
Bobby Schultz said the agency that operates the Sand Springs and Collinsville centers have given their notice and said they are no longer equipped to handle our centers. He said we are use another agency willing to take it over through the end of the period and we have to go out for bids.

Adjourn

Tim Doyle moved to adjourn and John Fothergill seconded the motion. The meeting adjourned at 1:55pm.

ATTEST:

Date Approved: 5-13-21


Chair


Secretary