

**CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
JUNE 16, 2023
2104 WEST LABURNUM AVENUE
RICHMOND, VA**

MEMBERS/ALTERNATES PRESENT

Voting

Robert L. Dunn (M-Chesterfield), Chairman
Miles Jones (M-Richmond), Vice-Chairman
Stephen Chidsey (M-Ashland)
Cary Drane (M-Chesterfield)
John Neal (A-Chesterfield)
Todd Flippin (A-Colonial Heights)
Wendy Grady (M-Goochland)
Michael Flagg (A-Hanover)
Josh Byerly (A-Henrico)
J Bentley Chan (A-Henrico)
John Mitchell (M-Henrico)
Johnny Melis (A-Powhatan)
Dean Simmons (M-Prince George)
Elizabeth Hall (M-Richmond)
Carly Glenn (M-Richmond)

MEMBERS/ALTERNATES NOT PRESENT

Jenny Schontag (A-Ashland)
Ricky Hicks (M-Charles City)
Michelle Johnson (A-Charles City)
Clay Bowles (M-Chesterfield)
Dawn Rowell (A-Chesterfield)
Mindy McKinney (A-Chesterfield)
Doug Smith (M-Colonial Heights)
Marilee Tretina (M-Henrico)
Marcia E. Kelley (M-Henrico)
Theresa Arnold (A-Hanover)
Susan Dibble (M-Hanover)
Randy Hardman (M-Hanover)
Monique Robertson (M-Hopewell)
Rick Stewart (M-New Kent)
John Lockwood (A-New Kent)
Randall Williams (A-Petersburg)
Karin Carmack (M-Powhatan)
Michael Walker (A-Richmond)
Noah Hillerbrand (A-Richmond)

Non-Voting:

Dwayne Jones (A-Goochland)
Jon Clary (A-Henrico)

Staff:

Kimberly A. Hynes, Executive Director
Richard Nolan, Director of Operations
Adam George, Accounting & Finance Manager
Reginald "Reggie" Thompson, Operations Analyst
Julie Buchanan, Public Relations Coordinator
Stephanie Breaker, Customer Service Manager
Adam Girard, Recycling Coordinator
LaTanya McBride, Administrative Assistant

Guest:

Tom Szaky, Founder & CEO, TerraCycle

Chairman Dunn (M-Chesterfield) welcomed all to the meeting and asked all attendees to stand and recite the Pledge of Allegiance. With a quorum in attendance, he called the meeting to order at 9:06 a.m.

Item No. 1: Public Comment Period

Chairman Dunn opened the public comment period and asked if there were any members of the public present who wish to address the Board to come forward. Seeing no one, Chairman Dunn closed the public comment period.

Item No. 2: Minutes of the Regular Meeting of May 19, 2023

Chairman R. Dunn (M-Chesterfield) opened the floor for a motion to consider the minutes of the May 19, 2023, meeting as submitted. The motion was made by Mr. S. Chidsey (M-Ashland), seconded by Mr. C. Drane (M-Chesterfield), and carried that the minutes of the May 19, 2023, Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting were approved as submitted.

Item No. 3: Chairman's Report

Resolution of Appreciation for Mr. Mike Flagg

Chairman Dunn informed the board that under the Chairman's Report, we will acknowledge a very special resolution that brings great pleasure as well as great sadness. Mrs. K. Hynes, Executive Director and Chairman Dunn presented Mr. Mike Flagg (A-Hanover) with a Resolution of Appreciation as a token of esteem upon his completion of service as Alternate of the Central Virginia Waste Management Authority Board of Directors since April 1998. Mrs. Hynes read aloud the Resolution of Appreciation, commending Mr. Flagg for his outstanding leadership as a representative of Hanover County for the last 25 years.

Mrs. Hynes graciously thanked Mr. Flagg for his invaluable contribution to the Authority and was surprised when she realized that it has been 25 years serving a long side of Mr. Flagg. The CVWMA will truly miss his calming presence and consistent leadership. Chairman Dunn personally thanked Mr. Flagg for always demonstrating an unwavering commitment to the purpose of the Authority and he welcomes Mr. Flagg to return any time. Chairman Dunn opened the floor for a vote on the Resolution. A motion was made by Mr. J. Mitchell (M-Henrico) and seconded by Mr. S. Chidsey (M-Ashland) and carried that the Resolution of Appreciation for Mr. Mike Flagg be approved as submitted.

Mr. Flagg thanked Mrs. Hynes, Chairman Dunn, and the Board for the honor and recognition. Mr. Flagg reflected fondly on his time with Hanover County and the Authority, after which he thanked the staff for all the support given to him and Hanover County over the years. Lastly, Mr. Flagg took a moment to encourage the board to continue this important work for our future generations.

Item No. 4: Nominating Committee Report

Election of Officer's for Fiscal Year 2023-2024

Mrs. K. Hynes presented the Nominating Committee Report on behalf of the Nominating Committee members. She reminded the board that at last month's meeting, Ms. M. Kelley (M-Henrico) presented a slate of officers for the ensuing 2024 fiscal year for consideration:

Mr. R. Dunn (M-Chesterfield) – Chairman

Mr. M. Jones (M-Richmond) – Vice-Chair

Mr. J. Mitchell (M-Henrico) – Treasurer

Secretary-VACANT
Director- VACANT

Mrs. Hynes stated the Nominating Committee is still seeking nominees for the position of Secretary and Director. Chairman Dunn opened the floor for new nominations, hearing none he opened the floor for a motion to close nominations. A motion was made by Mr. S. Chidsey (M-Ashland), seconded by Mr. T. Flippen (A-Colonial Heights), and carried that nominations are now closed. Chairman Dunn opened the floor for a motion to accept the nominations. A motion was made by Mr. J. Melis (A-Powhatan), seconded by Mr. M. Jones (M-Richmond), and carried that the nominations for officers of the Central Virginia Waste Management Authority (CVWMA) Board of Directors meeting are approved as presented.

Item No. 5: Presentation: TerraCycle, Tom Szaky, Founder and CEO

Mrs. Hynes introduced Mr. Tom Szaky, Founder and CEO of TerraCycle, an award-winning US-based Waste Management company located in Trenton, NJ. TerraCycle operates dozens of Material Recovery Facilities (MRF) in 21 countries and processes thousands of different waste streams. TerraCycle's mission is to eliminate waste, by specializing in the creation and sustainability of local and global recycling supply chains. TerraCycle collects, aggregates, and inspects waste materials, which are categorized as "hard to recycle products" such as used diapers, car seats, juice pouches, blister packs, and packaging materials.

Mr. Szaky shared a breakdown of TerraCycle's complex global business model which includes Europe, Asia, New Zealand, China, as well as the US. TerraCycle encourages collectors to take part in the numerous convenient drop-off sites available at Walmart/Sam's Club, Nordstroms, and Lancôme. Mr. Szaky stated that after the collected waste is inspected it can be reformatted into secondary raw materials which can be made into second life products that will yield a return on the investment (ROI). In conclusion, Mr. Szaky projects that TerraCycle will continue to provide innovative recycling programs locally and abroad for their 40,000+ clients and 600+ brand name partnerships.

Ms. C. Glenn (M-Richmond) commented on how amazing TerraCycle's recycling program is and she thanked Mr. Szaky enthusiastically for his presentation, after which Mr. Szaky thanked Ms. Glenn for her comment and the board for allowing him to share his presentation.

Mr. M. Flagg (A-Hanover) asked when you look at "reuse" do you analyze the entire "reuse cycle" or do you look at the waste and energy streams used to clean the waste, and does that net out to a positive? Mr. Szaky replied, TerraCycle has a full-time LCA (Lifetime Cycle Analyst) department on staff logging reusable samples/deposits. TerraCycle bypasses third party municipal disposal or incineration which yields 50%-75% carbon savings. Mr. Szaky cautioned, the system for reuse only works if the waste is processed properly.

Mr. S. Chidsey (M-Ashland) asked when you have a drop-off site at Walmart, is that container collected by a third party or does Walmart handle the shipping? Mr. Szaky stated that TerraCycle has over 150,000 drop-off points both large and small, offering options based on the size of the retailer. TerraCycle uses a third-party pick-up service, at times directly from the Walmart distribution centers, but it varies by retailer.

Ms. L. McBride, Administrative Assistant asked since TerraCycle is a global company, do you find more red tape when introducing your programs in America or abroad? Mr. Szaky replied, when looking at our domestic and international operations is practically the same, however it's the corporate perceptions of a global company that can differ in opinion.

Mrs. Hynes thanked Mr. Szaky for his presentation and requested a copy of the slides presented.

Item No. 6: ByLaws Review Committee Report

Mrs. Hynes reminded the board that the previous ByLaws Committee Report was discussed and presented in April. Mrs. Hynes shared a summary outlining the discussion from the ByLaws Committee meeting with the Executive Committee last week. The Committee discussed considerations to revise the ByLaws and Articles of Incorporation. Mrs. Hynes stated that the committee discussed pertinent topics such as board engagement, membership, and residency requirements.

Mrs. Hynes relayed the committee's plan to send out correspondence reminding elected officials, mayors, Chairman's of boards, and chief administrative officers of our board requirements and to encourage feedback and input on their struggles to appoint or find board members to serve. Mrs. Hynes hopes to receive all feedback before the Board Retreat in September which will be included as an agenda item to discuss at that time. Mrs. Hynes reported that the committee has drafted correspondence and is currently in the process of reviewing those drafts. Mrs. Hynes stated that the committee hopes to have all correspondence sent out no later than early August.

Mrs. Hynes asked the members of the committee if they would like to add anything to the report. Mrs. Hynes continued; this will be a topic of conversation at the board retreat which will be discussed a little later in the agenda. Mrs. Hynes encourages all board members to reach out to their locality officials to ask what their thoughts are on the residency requirements for board membership and leadership opportunities.

Mr. J. Clary (A-Henrico) updated the board on the Technical Advisory Committee's (TAC) discussion including the Bylaws pertaining to nominations, and the makeup of the board. The TAC still needs to develop some of the concepts that were discussed. Mr. Clary stated that at some point, the TAC will share many different ideas and developments as a recommendation of the TAC which will be presented at a later date. Mrs. Hynes thanked Mr. J. Clary (A-Henrico) for his feedback.

Item No. 7: Strategic Plan Implementation Report

Mrs. Hynes provided an update on the implementation of the strategic plan, which was approved by the Board in June 2022. Mrs. Hynes reminded the board that the plan includes a 20-year implementation phase. The CVWMA vision is to be recognized as a leader in regionally sustainable waste management practices that protect the environment, and the mission is to foster regional collaboration providing planning, resources, and education to reduce, reuse, recycle, and manage solid waste for our 13 jurisdictions.

Mrs. Hynes provided the board with an overview of the strategic goals:

1. Increase recycling rate to 80% (DEQ Recycling Rate Report), while exploring and implementing alternative options to landfilling non-recyclable waste.
2. Ensure positive customer experience by providing 24/7 access to customer service.
3. Provide and expand educational services based on the Sustainable Materials Management Hierarchy to meet the needs of schools, local governments, and citizens in all localities.
4. Increase access to recycling services to multi-family units.
5. Spur regional economic development opportunities to support the SMMH through education and research.

Mrs. Hynes stated that the efforts to fulfill these goals are ongoing. Starting with the first goal, the CVWMA is working toward increasing the recycling of existing recyclable commodities by rolling out 95,000 large recycling carts, which will naturally lead to an increase in the volume of recyclables collected. Mrs. Hynes also mentioned the staff is working on a mattress recycling program that will increase diversion and recycling efforts and keep this material out of landfills. Mattress recycling has been identified as a needed program, when you consider that the landfills don't want to accept them because disposal rates are quite costly. Mrs. Hynes reminded the

board that CVWMA applied for an EPA grant that would assist in jumpstarting a mattress program, and Mr. R. Nolan, Director of Operations, is working on the development of a procurement. Mrs. Hynes stated that the staff and the TAC have met with Hughes Energy, Van der Linde, and Rehig to research and explore new and existing technologies to process non-recyclable waste into a commodity.

Mrs. Hynes shared the logistics of the new phone system upgrades, that supports goal #2 by providing timely access to information for a higher rate of resolution. Mrs. Hynes noted that CVWMA recently switched from the previously antiquated phone system to a larger cloud base system. The new technology includes a callback feature that provides customers with the option to leave their phone number for a callback rather than waiting on hold or in que.

Mrs. Hynes shared positive feedback from the streamlining of the CVWMA website. Mrs. Hynes noted how these changes align with goal #3 to promote more interaction with the public and localities, we've created educational videos, and short clips on messages to alert our residents about CVWMA's various programs making information a lot easier to access for our residents. Mrs. Hynes and the staff evaluated some of the numbers and noticed 30% of our residents are actually logging onto the website to utilize our online tools.

Mrs. Hynes updated the board on the EPA grant for recycling education and outreach, which we've been advised is moving forward to the next level of the approval process. Mr. J. Clary (A-Henrico) asked Mrs. Hynes if both grants move to the next level. Mrs. Hynes responded, at this time it's just the education and outreach grant. Mrs. Hynes stated that the grant would support the campaign surrounding the improvement of recycling streams, reducing contamination, adding text messaging, increasing engagement, and our grassroots efforts. Mrs. Hynes stated that these are just some of the education and outreach initiatives that are helping CVWMA stay current on technology and social media platforms while promoting waste reduction and recycling related messages. Mrs. Hynes thanked Julie Buchanan, Public Relations Coordinator, for all her help in the restructuring of the CVWMA online service tools.

Mrs. Hynes explained how goal #4 will help to increase access to recycling services for multifamily units. Mrs. Hynes stated that this is a major priority that is currently in development, and we are exploring options. Our multifamily plan is divided into two phases, phase one includes education and consistent communication on current recycling opportunities. The second phase involves research to determine how many existing units, complexes, and types of units there are in the region, so we've gathered some figures from the localities.

Mrs. Hynes summarized some of the initiatives attributed to goal #5 which are in the works. Mrs. Hynes plans to set up initial meetings with state and local economic development officials and similar organizations to learn more about the economic development process. Mrs. Hynes reminded the board that in April representatives from the Virginia Economic Development Partnership presented to the Board and discussed economic development projects, locations, support, and resources for those kinds of projects.

Mrs. C. Glenn (M-Richmond) asked about getting the original committees that established each of the goals together to talk about next steps and what we want to do moving forward. Mrs. Hynes replied, yes, the next step is to develop a strategic plan and an implementation strategy and noted that we need to identify and activate our teams and committees to assist and advise on the implementation of the plan. Mrs. Hynes emphasized how important it will be to establish committees to help staff develop strategies and evaluate needs to achieve the goals. She also suggested including other relevant individuals in our localities and the industry that will add perspective and value to the implementation. Chairman Dunn stated that Board members should be on these committees, and he asked all to consider which committee to serve on. Lastly, Mrs. Hynes asked all board members to please reach out with any ideas, comments and suggestions as the staff and board work on implementation of the strategic plan.

Item No. 8: Operations and Technical Advisory Report

Mrs. Hynes introduced Mr. Adam Girard, the new Recycling Coordinator. Mr. Girard is a graduate of VCU, majoring in Environmental Studies. Mr. Girard hit the ground running, helping us in the field whenever needed. Please take the opportunity to introduce yourself and meet him and welcome him aboard.

Mr. R. Nolan, Director of Operations, reported figures from the recycling markets for May 2023. The price of steel has gone down from \$245/ton to \$200/ton, mixed paper went up to \$20/ton from \$15/ton, cardboard went up to \$60/ton from \$50/ton, and newsprint remains at \$35/ton. Mr. Nolan updated the Board on the cart roll out, which is 87% completed in Henrico, Goochland, and Hanover. Mr. Nolan stated that in the next couple of weeks all carts should be delivered, in addition to picking up the unwanted carts as well.

Mr. Nolan updated the board on the Chesterfield County transition. The last collection day in Chesterfield will be on June 23rd, and we've already seen the impact of that in the volume numbers. Mr. Nolan stated a 200-ton decrease per month in the last quarter. CVWMA is starting to see higher volumes of collections in Henrico County since the roll out.

Mr. Nolan shared information on upcoming events: On June the 9th CVWMA hosted the annual Disaster Recovery training and workshop. All four CVWMA contractors were presented as well as representatives from the Virginia Department of Emergency Management and Department of Environmental Quality. There were 55 attendees from various jurisdictions.

Mr. Nolan reported that the Technical Advisory Committee (TAC) met on June 7, 2023, to discuss the Solid Waste Management Plan, cart roll out collection updates, ByLaws changes, and service agreements, new projects, and various contracts that are expiring. Mr. Nolan reminded the board that the next TAC meeting will be held on Wednesday, July 5th at 9:00 a.m. Mr. Nolan opened the floor to questions.

Mr. J. Clary (A-Henrico) asked Mrs. Hynes if she could provide an update regarding the cart roll out communications, including call volume and types of calls CVWMA is receiving. Mrs. Hynes replied that the response has been largely positive, however the positive people aren't generally calling. There are a lot of residents that are receiving carts that have never recycled, so our agents are explaining the program and providing informational materials in addition to responding to service requests and clarification. There are some residents that don't want to recycle, and staff is working with Rehrig on removing carts that have been delivered.

Mrs. Hynes asked Ms. Stephanie Breaker, Customer Service Manager, to respond on how many calls the Contact Center is receiving weekly. Ms. Breaker stated CVWMA is receiving about 5,000 per week since the roll out started. Mr. J. Clary (A-Henrico) asked how many staff were answering the phones, to which Ms. Breaker stated there are 4 agents handling the call volume. Mrs. Hynes explained that part of the contribution to the significant communication increase was Rehrig delivering carts significantly faster than anticipated. Almost 30,000 carts were delivered in the first week, and we were planning for 13,000.

Mrs. Hynes thanked John Clary (A-Henrico), Wendy Grady (M-Goochland) and Mike Flagg (A-Hanover) for helping with calls from some residents. Mr. J. Clary asked if the remaining carts to be delivered are largely in Henrico. Mrs. Hynes replied, left to deliver includes about 600 in Hanover and Goochland's 1900 will be delivered next week. The rest will be delivered to Henrico residents.

Mr. M. Flagg (A-Hanover) indicated that one of the concerns he received was from some residents that would have to downsize their recycling because they can't fit everything in the 96-gallon cart. When everything nets out economically maybe we can offer some sort of an incentive, or lower price cart for those that have more cardboard volume or additional capacity. Mrs. Hynes stated that CVWMA can take a look at that, and maybe

offer some discounts or provide some refurbished carts as an alternative. We are trying to encourage those residents that bought a cart prior to receiving a new one, to give it to a neighbor that may need more capacity as well.

Mr. J. Neal (A-Chesterfield) indicated his interest in reporting the tonnage collected in Chesterfield. He indicated that the vendors collecting and processing recycling in Chesterfield will be reporting volumes as a part of the regional report, but he is also interested in the statistics pre- and post-July 1, 2023. He asked if CVWMA would be tracking those numbers. Mrs. Hynes replied, yes, those numbers will be combined in the annual reporting, and that CVWMA staff would make an effort to get tonnages and number of participants from the private vendors monthly. Mr. J. Neal (A-Chesterfield) commented on some of the complaints he has gotten from people that are being billed but have never recycled. Mrs. Hynes stated staff will continue to work with Mr. Jeff Howard, and the haulers to obtain that information and will report it to the board.

Ms. C. Glenn (M-Richmond) followed up on the report on the new website self-service options and asked staff to shed some insight on the new website and the new global options that we've invested in, how much has the new options impacted all of the high call volumes, and any insights as to how many calls were handled by the machines itself, and how many callbacks were handled. Ms. S. Breaker, CVWMA Contact Center Manager stated that overall including all the localities, about 7% of contacts are through the self-service option since July 1, 2022. Mrs. Hynes commented on the timeframe of availability, stating that some of the options were not available or promoted at the beginning of the year.

Item No. 9 Public Information

Mrs. J. Buchanan, Public Relations Coordinator, updated the board on the Chesterfield transition, CVWMA will be sending out a special message next week regarding the last collection day for those who are subscribed to the email reminder. The message will inform them of their last collection date and will also include a link to the County's webpage so that people can go there and see how they can continue with curbside recycling. Mrs. Buchanan stated that CVWMA has been working with County's Public Relations department on messaging, and staff is monitoring output and making sure that all parties are saying the same things.

Mrs. Buchanan stated that during the past month much of the public information efforts have predominantly been focused on the current cart rollout in Henrico County's single-family homes. We had the privilege of being on not just one but two Henrico County podcasts in the last two weeks. Mr. J. Clary (A-Henrico) and Mrs. K. Hynes participated in one and Mrs. Buchanan did a podcast with Keep Henrico Beautiful. Mrs. Buchanan shared this week's segment on Channel 12 during the afternoon newscast with Rachel Moore's Macy, who has been covering the cart story for a while. During the segment CVWMA touched on the Chesterfield transition and the cart rollout, however most of the segment dealt with things that you can and can't recycle with us which was a really positive opportunity. Mrs. Buchanan thanked Mr. J. Mitchell (M-Henrico) for his support. Mrs. Buchanan highlighted a couple of articles in the Henrico Citizen, they have continued to promote the cart rollout on their website as well.

Mrs. Buchanan shared some of the CVWMA in person outreach events. She highlighted a photo of Mr. Adam Girard during his first event, lending a hand at the Senior Party in the Park, sponsored by Henrico Parks and Recreation at the East End Recreation Center. This was a drive through event for senior citizens, providing information from various service providers and vendors within their community. We received a lot of positive feedback and excitement surrounding the carts and it was amazing. CVWMA also participated at the Dorey Park Farmers Market and visited Greenwood Elementary School.

Mrs. Buchanan updated the board on the social media campaign and partnership with Summit Media and Radio One advertising that ran from the end of April to the end of May appearing across various social media platforms

in several different formats, predominantly Facebook and Instagram. Mrs. Buchanan shared the final report from the campaign, which did extremely well across multiple platforms. The statistics showed a total of 108,000 impressions to the audience targeted by zip codes in Henrico, Hanover, and Goochland. The report shows a click through rate of 6.35%, (from actual clicks on the post), which is higher than the industry average. In comparison for this type of campaign, the average click-through rate is only 0.5%, so our residents were very interested in what they saw and wanted to find out more from our website.

Lastly, Mrs. Buchanan informed the board that today, June 16th, is World Refill Day, so please utilize your reusable mugs and your reusable containers. Mrs. Buchanan invited the board to visit the CVWMA website, for the article written and posted by her that features three local businesses in Richmond that are operating exclusively on the reuse and refill model, so if you're interested in this article, please check it out on our website.

Item No. 10: Financial Reports for May 2023

Mrs. Kim Hynes, Executive Director, will present the May Financial Reports on behalf of Mr. Adam George, Accounting & Finance Manager, in his absence. Mrs. Hynes stated that the financials are located within the board packet reporting a year-to-date net loss of \$34,588. Mrs. Hynes informed the Board that CVWMA had spent over \$90,000 on education and communication regarding the cart rollout, most of which will be reimbursed by the grant from Recycling Partnership.

Mrs. Hynes updated the board on the budget amendments that were approved last month and were incorporated in this month's financial reports. The budget shows a net income of \$1.3 million, and she reminded the board last month that net income will look a little different in fiscal year 2023, The auditors have advised her to record the grant funds used for the carts and education the 2023 fiscal year. Mrs. Hynes stated that every year going forward we will be budgeting the use of those funds to cover the cost of amortization of the carts during the 10-year period.

Lastly, Mrs. Hynes reported on the accounts receivable, noting that there are a couple of accounts that are past due at the end of May, specifically The City of Richmond, and Hanover Parks and Recreations. Mrs. Hynes and the staff are working with these agencies and anticipate corrections next month.

Chairman Dunn opened the floor for a motion to approve the Financial Reports for May 2023 as submitted. A motion was made by the Vice-Chairman M. Jones (M-Richmond), seconded by Mr. S. Chidsey (M-Ashland), and carried that the Financial Reports for May 2023 are approved and filed as submitted.

Item No. 11: Administrative

Mrs. Hynes reminded the board that the Board Retreat will take place on the day of our regularly scheduled board meeting, which is September 15, 2023, from 9:00 a.m.-12:30 p.m. Mrs. Hynes stated that lunch and breakfast will be provided, and she is currently working on solidifying the location. She has reached out to the Performing Arts Center in Chesterfield to see if they can accommodate the meeting request.

Mrs. Hynes urged the board to provide her with input over the next couple of months. She touched on a couple of topics of discussion for the retreat including 1) a CVWMA 101 briefly highlighting our background, history, functionality, structure, solid waste planning, and programs. 2) strategic plan implementation strategies and 3) CVWMA structure and board engagement. Mrs. Hynes reiterated Chairman Dunn's advice to start thinking about which goal committees are of interest to you. Mrs. Hynes mentioned also discussing CVWMA's Articles of Incorporation, ByLaws, and board membership at the retreat.

In addition, Mrs. Hynes asked board members to provide input regarding board engagement, how to help our localities, local clerk's offices, councils, and boards supervisors on appointing the right folks, and making sure

that they have the information that they need to serve on the CVWMA Board. During the retreat we will discuss staffing levels and determine future needs.

Lastly Mrs. Hynes quickly reminded the board that the July Board meeting is canceled, and the next Board meeting will be on August the 18th and we'll discuss the agenda for the following month, Mrs. Hynes wished everyone a wonderful and restful summer.

OLD/NEW BUSINESS

ADJOURNMENT

With no further business to come before the Board, Chairman Dunn opened the floor for a motion to adjourn the CVWMA Board of Directors meeting at **10:26 am**. The motion was made by Vice-Chairman M. Jones (M-Richmond), seconded by Mr. T. Flippen (A-Colonial Heights) and carried that the June 16, 2023, Board of Directors' meeting be adjourned.



CERTIFICATE

I, Robert Dunn, Chairman of the CVWMA, certify that the foregoing minutes are a true and correct copy of the minutes of the June 16, 2023, regular meeting of the Central Virginia Waste Management Authority (CVWMA) Board of Directors. These minutes were adopted at a CVWMA Board meeting held at 9:00 a.m., August 18, 2023. Given under my hand and seal of the CVWMA this 18th day of August 2023.


Robert Dunn, Chairman