

**Charlotte Area Recycling Authority
January 26, 2016**

CALL TO ORDER: By CARA Board Member Raymer, Tuesday, January 26, 2016 at 5:30 p.m.

ROLL CALL: Darlene Raymer, Deb Montgomery, Sharon VanLoton and Roger Wickerham.

ABSENT: Tammy Halsey and Councilmember Mitchell.

ALSO PRESENT: Amy Gilson - DPW Director, Ginger Terpstra, City Clerk, Quinn Underwood and Mary Beth Roe, Resource Recovery.

APPROVAL OF MINUTES: Motion by Wickerham, second by VanLoton to approve the minutes from the regular meeting of October 27, 2015, as presented. Carried. 4 Yes. 0 No.

APPROVAL OF AGENDA: Motion by Montgomery, second by Wickerham to approve the agenda as presented. Carried. 4 Yes. 0 No.

PUBLIC COMMENT: None.

OLD BUSINESS:

- A. Employees**
The center is still in need of an employee who can work on Tuesdays. The center is short one employee due to a termination.
- B. Fork Lift Training**

Director Gilson stated that the DPW employee is now certified to train on the forklift. Next Thursday will be the first training.

NEW BUSINESS

- A. CARA Recycling Report- Quinn Underwood**
Director Underwood stated that there has been a large decrease in volunteers and community service due to the cold weather. They are getting behind on baling because of it. The prices are once again declining. Quinn will be attending a grant writing seminar in hopes of finding some more grants.
- Motion by VanLoton, second by Montgomery to accept the CARA Recycling Report as presented. Carried. 4 Yes. 0 No.**
- B. Revenue/Expenditure Update- Amy Gilson**
DPW Director Gilson stated the center is about \$5000 in the hole. The minimum wage increase to \$8.50/hr. has increased the problem. They have just put in for \$9800 reimbursement from the County grant that is not yet been received. It was decided that the pricing trends only need to go back three years.
- Motion by VanLoton, second by Montgomery to accept the Revenue/Expenditure report as presented. Carried. 4 Yes. 0 No.**
- C. Friends of CARA**
Director Underwood stated that this is a group of local citizens that are willing to help with fund raising for the center. They are looking to get a 501C Non-profit status in February. They are planning to have the Walk-a-thon on June 4, 2016 at 1:00 to help raise funds.

D. Marketing Plan

DPW Director Gilson stated that herself and Director Underwood met with City Manager Guetschow to discuss a marketing plan for the center. They would like to get corporate sponsors and offer different donation levels. Along with the help from Friends of CARA and some media campaigning.

E. Other

Mary Beth Roe announced the dates for the upcoming county recycling events. May 21, 2016 Delta Township, Charlotte is July 16 and August 20, 2016. Recycle Rama will be held April 16th at Ingham Co. Health Department.

DPW Director Gilson advised that the Sustainability Committee was dissolved at the last night's council meeting.

She advised that Darlene Raymer has been switched to At-Large position since she no longer lives in Carmel Township and Deb Montgomery will now be the Carmel Township representative. Deb will advise Carmel Township of the switch.

PUBLIC COMMENT: None.

ADJOURNMENT: Meeting adjourned by Raymer at 6:17 p.m. The next meeting will be April 26, 2016.

Ginger Terpstra, City Clerk