

**MEETING MINUTES
RECYCLING & SOLID WASTE REDUCTION BOARD
TUESDAY, JUNE 14, 2022**

Community Building – John Neighbor’s Activity Room 6104 Auden, West University Place,
Texas 77005

1) CALL TO ORDER:

Chairman Marlow called the meeting to order at 6:02 PM.

2) ATTENDANCE:

Members Present: Chairman Orval Marlow, Mary Barnwell, Corrin Davis, Julie Fehl,
Lindsay Gregory, Rick Mifflin, Eric Orzeck, Ravi Pai and Shreya Sheth

Also Present: Ed Orozco (West U, Asst. Director of Public Works), John Barnes (City
Council Member)

Member(s) Absent: Jason Ball, Monte Edlund

3) AGENDA ORDER:

There was no change to the Agenda Order.

4) APPROVAL OF MINUTES:

The May minutes will be distributed later.

5) BOARD MEMBER REPORTS-BUSINESS ACTION/ACTION ITEMS

(a) New Neighbor Program- Sheth

Sheth will send March and April new neighbor list.

(b) West U Elementary School (WUES) Update- Fehl/Gregory/Board

Gregory and Fehl provided donuts for the class that recycled the most. The Principal is going to provide a weekly recycling message. The Zoo will help with restoration of the pond on the school grounds and may wish to participate with the school as preferred partner. Gregory is working on preparing a trash can grant with Houston Galveston Area Council of Governments.

(c) What To Do With It (WTDWI) -rework/update—Barnwell/Sheth/Board

Barnwell incorporated comments that were received prior to the meeting and distributed a draft WTDWI update. The draft was discussed and some of the items listed require

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follow-up. Sheth will prepare a mark up for the graphic designer once all edits are finalized.

(d) Upcoming Events:

(i) July 4th Event-Board

Barnwell and Marlow agreed to chair the event from 9-12 noon. Gregory offered to contact the Zoo to see if they wish to participate. Orozco will purchase 100 cookies from Kroger.

(e) Social Media Themes: August/September- Davis/Board

Various topics were discussed such as a “Back to School” theme and sharps.

(f) Other Currents articles discussion-Board

Publication deadlines:

Winter 2022 (December, January, February)- DUE 8/22/22

The topic will be preparation of updates to the curbside recycling guidelines.

(g) Miscellaneous

The food waste program was discussed. The Sustainability Report will include the food waste program, and until such time as its finalization, the food waste program will be on hold.

Gregory suggested that documents be distributed electronically to minimize the amount of paper generated. She also suggested the Board to develop a working calendar for pre-planning and to ensure the work efforts are distributed evenly across the Board members.

The pumpkin recycling flyer will be discussed during the July Board meeting.

(6) WEST U STAFF REPORT- Staff Report- Recycling and Solid Waste and West U Collects App Stats

Orozco said that stats were unavailable.

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7) CHAIRMAN’S REPORT:/BOARD MEMBER COMMENTS

None.

8) ADJOURNMENT:

At 7:25 PM, Orzeck motioned to adjourn tonight’s meeting to July 12, and the motion was seconded by Pai. The Board voted unanimously to adjourn the meeting to July 12.

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**Attachment 1
Action Items –June, 2022**

Action Item	Board/Staff Lead	Next Review Date	Completion or Event Date	Comments
Holiday Festival and Laser Light Show	Marlow	4/12/22	12/17/21	
Train RSWRB members on recycling.	Marlow	4/12/22		
Review Pumpkin Collection Flyer for 2022	Board	7/12/22	12/14/21	Barnwell sent comments prior to the RSWRB and Marlow plans review them during the April Board meeting.
Food Waste Discussion	Board	7/12/22		There is a chance this might be discussed during the City Council meeting on June 27, 2022.
Organize the RSWRB Storage Area	Davis/Barnwell	4/12/22		The room was organized on March 11.
Placement of RSWRB info on the City's computer system	Marlow	6/14/22		Orozco said that information may now be submitted.
Winter 2022 <i>Currents</i> Article (December, January, February)	Barnwell	7/12/22	8/22/22	Topic is update to Curbside Recycling Guidelines

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Spring 2023 <i>Currents</i> Article (March, April, May)				
Binders for (new) members, both manual and online.				
Curbside Recycling Guidelines	Ball	11/9/21		Ball offered to review the latest on plastics for curbside recycling. This will not be in time for the Winter Currents issue but will help for future reference.
WUES Communications	Fehl/Gregory	Ongoing	Ongoing	
Neighborhood Welcome and Bin Delivery	Sheth	Ongoing	Ongoing	
Closed Action Items				
West U Winter <i>Currents</i> -Curbside and Recycling Guidelines	Marlow	10/12/21	10/16/21	
WUES Fall Carnival (Boo Bash)	Marlow	11/9/21	10/16/21	
West U Shredding Event	Mifflin	11/9/21	11/6/21	

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Social Media- November	Davis	11/9/21	11/9/21	Focused on America Recycles Day.
Spring 2022 <i>Currents</i> Article (March, April, May)	Orzeck		11/19/21	Topic is Medical Bridges. Marlow to email Board Members for review.
Master Recycler Report	Marlow	12/14/21		Yvonne Jacobs made a presentation to the Board. Susie Hairston was present.
Social Media- December	Davis	12/14/21	12/14/21	Davis prepared social media topic for greening up your holidays.
Candy Wrapper Collection	Fehl/Gregory	12/14/21	11/12/21	
Check with West U App to update reference discontinuance of Styrofoam collection at Westpark.	Marlow	2/8/22	2/8/22	
Summer 2022 <i>Currents</i> Article (June, July, August)	Marlow	N/A	2/21/22	

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Holiday Tree Lighting Removal	Barnwell/Pai	2/8/22	2/24/22	Barnwell provided a written report.
WUES Service Day	Fehl/Gregory		3/28/22	Barnwell and Davis participated.
Easter Spring Festival	Sheth		4/9/22	
WUES Earth Day	Fehl/Gregory		4/22/22	
Tour of MRF Facility	Marlow		4/30/22	
Spring Shred It Event	Davis		5/7/22	
Fall 2022 <i>Currents</i> Article (September, October, November)	Davis		5/23/22	Yard Waste
WTDWI (What to do with it flyer)	Barnwell/Sheth	6/14/22	7/XX/22	Marlow plans to divide up the list between Board members to obtain the most recent information.