

# WASHINGTON MATERIALS MANAGEMENT AND FINANCING AUTHORITY

## Minutes Regular Meeting of the Board of Directors September 17th, 2009

The Board of Directors (“Board”) of the Washington Materials Management and Financing Authority (the “Authority”) held a regular meeting at 9:30 a.m. pacific time on Thursday, September 17th, 2009 at the offices of Van Ness Feldman in Seattle, Washington.

### Directors Present:

Nick Ammann, Apple Computers  
Talal El-Husseini, PC Systems & Services, Inc.  
Mark Dabek, RE-PC  
Erik Stromquist, CTL Corp.  
Meggan Ehret, Thomson, Inc.  
Mike Watson, Dell Computers  
Susan Wright, Osram Sylvania  
Gregg Chason, P & F USA, Inc.  
Mary Jacques, Lenovo  
Jay Shepard, Dept of Ecology

### Also Present Were:

John Friedrick, WMMFA Executive Director  
Stephanie Scott, WMMFA Executive Assistant  
Craig Lorch, Total Reclaim  
Jason Linnell, NCER

### Directors Absent:

Stacey Ward, Wal-Mart  
Susan St. Germain, Dept of Community, Trade, & Economic Development

### **1. Call to Order.**

Mary Jacques called the meeting to order at 9:35am

**2. Introduction and welcome of new board members:**

John Friedrich opened the Board meeting with an introduction to (two) new Board Members Gregg Chason, VP of P&F USA, Inc. and Susan Wright, Senior Legal Specialist of Osram Sylvania.

**3. Approve minutes of the Special meeting held 7/14/09:**

**Approve minutes of the Regular meeting 7/16/09:**

Discussion: The Board reviewed the Minutes of the Regular Meeting and the Special Meeting. The Board voted to approve the minutes. On a motion by Mike Watson to approve the minutes of both meetings held July 14, 2009 and July 16, 2009.

**Voted to approve the Minutes of the Special Meeting and the Regular Meeting in July, 2009**

The recorded vote was unanimous (10-0) and the motion carried.

**4. Report on current financial position for August and Year to date:**

August and YTD Financial Report: John Friedrich had emailed summary documents to the Board members for review detailing August collections and expenses YTD. August was the 2<sup>nd</sup> largest month for collections in 2009 with 3.6 million pounds collected and processed. Year to date 25.8 million pounds have been collected. 57% TV's, 32% Monitors, and 10% computers. John asked for questions from board members on the reported information. John referenced a quarterly newsletter that has been sent out to the Manufacturers. The 4th quarter invoice total was approximately \$2.5 million. \$250,000 remains outstanding to date on the 4<sup>th</sup> quarter invoice. The board stressed that financial summary information should be included in that newsletter. 96% of total amounts billed to the manufacturers have been collected since inception of the recycling program. Statements were mailed to all manufacturers with delinquent balances and ecology will be notified of those manufacturers not participating in the standard plan by the end of September.

**5. Report on Operational position August and Year to date:**

Discussion: John Friedrich gave an update on the operational position of the WMMFA. To date there are 240 Collectors, 8 Processors, and 20-30 Transporters.

**6. Update on Independent Plans for 2010-Impact on WMMFA members:**

Discussion: John Friedrich provided a summary to the board outlining considerations to be made regarding potential independent plans. Neither of the 2 proposed independent plans has been approved by the Dept of Ecology at this date but they are moving forward. Independent plans are targeting some of the same collectors that are part of the WMMFA plan. John discussed general impact of the independent plans as understood at this time, based on information available at this time. John expressed his view that allocated expenses to members in the standard plan will rise due to the differing finance policies of each plan and the various collection networks likely to evolve.

**7. Determining member share and WMMFA finance policy going forward-discussion and possible vote:**

Discussion: The return share is taken from sampling. For Quarter 1 of 2010 WMMFA will be switching to 55% Market share and 45% return share volume by weight. John sent a request to the Manufacturers requesting Market share data with a due date of Sept 15th, 2009. To date WMMFA has received information from approximately 18% of member manufacturers. John requested approval from the board to purchase 2 part researched market share data from NPD group which provides POS data and consumer research data. The data will be used in an attempt to improve the accuracy of market share data by manufacturer for purposes of invoicing individual manufacturers. On a motion by Mark Dabek the Board voted to approve the request for expenditure for market share data.

**Voted to approve the usage of NPD Group**

The recorded vote was unanimous (10-0) and the motion carried.

**8. 2010 WMMFA budget discussion and or presentation:**

Discussion: John Friedrich has not developed a 2010 budget by this time. The budget will be released to the finance committee sometime in late October as it cannot be finalized until such time that membership is known (approval of independent plans)

**9. Board term, director appointments, committee composition, and officers 2010:**

John Friedrich had polled current board members prior to the board meeting to discover interest in the filling of the open Treasurer position. The Treasurer position takes an automatic seat on the executive committee. Based on Washington Law board positions are reviewed and new members assigned based on parameters set forth in the law. New committee assignments will be discussed and chosen among members appointed for the term 2010 – 2012.

**Voted to approve Meggan Ehret as Treasurer:** On a motion by Mike Watson to approve Meggan Ehret as Treasurer.

The recorded vote was unanimous (10-0) and the motion carried.

**10. Matters to address at future meetings:**

Discussion: Design for Recycling progress and plan options, 2010 budget refinement.

**Meeting adjourned at: 10:23am**