

**Mid-Coast Waste Watch**  
**Meeting Minutes**  
**JUNE 1, 2017**

**Attendance:** Josh Gerritsen, Anna Sideris, Beth Kwiatkowski, Jim Guerra, David Edwards, Alison McKellar, Marci Annis Casas, Maggie Timmermann (via phone connection)

**Swap Shop:** Gerritsen opened discussion on the Swap Shop Volunteer Agreement. Members had reviewed the document on Google Doc and a final review took place. The document is a vehicle for providing information on the intended uses of the Pick of the Litter Swap Shop. Guerra will have the Corporation Attorney review for any glaring errors or missing items of importance.

A discussion on providing a list of acceptable items and process for refusing them was held. Guerra will provide a written list of acceptable items for the volunteers until a new system at drop off is designed that will make this easier to accomplish. Guerra is placing a new lock on the Swap Shop soon and the key will be picked up and dropped off at the gatehouse each shift.

Timmermann agreed it was time to remind swap shop volunteer staff about where to park. Guerra will remind them that parking as of June 1<sup>st</sup> should only be in the designated spaces.

**Salvaging Policy:** Guerra presented that a “no salvaging” Policy edict has been set by the Board of Directors. The point of the policy is to promote that MCSW does not support junking or repeat salvaging on site. A brief discussion on repercussions for anyone not adhering to the policy after proper warnings was held. Edwards asked if employees or volunteers could do a loop of the “bins” to see if there are good items and save them out. Gerritsen mentioned creating a plan to allowing the continued diversion of packing materials.

Edwards also questioned if an electronic sign would be useful to advertise the swap shop and possible goods on hand better. Guerra has previously budgeted funds for this item, and will reconsider within the design change. Members provided ideas on the possibility of creating a social media page for the Swap Shop to highlight items that arrive. McKellar felt this would be repetitious and not needed at this time. It was determined that a personal delivery is already established and able to be used at the volunteer’s discretion. Guerra stated that he or Beth will also be available to place a “unique and usable” item on the MCSWC Facebook if an emailed or text picture is received. Casas felt first come first served needed to be highlighted. The Committee agreed that the new Recycling Liaison or assigned employee might be able to work on this after they are hired. A final discussion on the better use of exhibiting information on the current media for MCSWC was held.

**Waste Audit:** The scheduling of a waste audit was tabled by Guerra. Members of the committee still see value in this step especially with the commercial compactor debris. In the meantime, Guerra will provide information on what it encompasses and provide studies already done to the committee soon.

**Composting:** Sideris asked about the status of the compost demonstration area. Guerra is working on the design with Pat Anderson and wants to dedicate the area in memory of Tom Ford who was an avid promoter of household composting. Guerra may enlarge area by cutting pavement. Guerra will contact Mark King of the DEP to and invite him to attend a future meeting and present composting information, as well as, determine what it takes to get a food waste permit.

**Donation Box:** Edwards is looking into what will work best and provide an update. Money will need to be collected daily by a MCSW employee

**Metal Building Update:** Guerra explained the electrical repair work is underway and more extensive than originally thought. A request for an outside outlet was made and Guerra agreed to have one placed on the pad side of the building. An extension cord during open hours can be used. Guerra explained the swap shop will likely not move until fall as the Board was concerned traffic flow and safety be reviewed before a move.

**Non-Agenda Items:** Guerra informed the Committee that he will be unable to attend each meeting going forward through the July annual meeting. He will attempt to attend every other week. A reminder of the ecomaine annual open house and luncheon on June 15<sup>th</sup> at Thompsons Point in Portland from 11:30-1:30 was made. RSVP is due back to Lissa June 1, 2017.