

LSWDD minutes, Nov 15, 2023

Call to Order, Introductions, Pam

Approval of October 18 2023 Board Minutes -John moved, unanimous approval

Present: Rhea, John, Ross, Pam, Gene, Cyndi, Staff: Justin, Rachel, David, Jessica; SWAP-; Public: Chris Arnold, Dan Post

## Reports

- **District Management**—Ric: David phasing out in December; TEOC position remains vacant, Rachel has stepped up meanwhile for TEOC; Shawn Nolan is an additional operator, which should leave us in a favorable labor position through at least Q2 of 2025.

Site expansion meeting scheduled for the 21<sup>st</sup> on Lopez, not FH.

## Financial Updates – Monthly and YTD summary:

### Summary:

LSWDD generated income in October of \$65,310 and incurred expenses of \$48,631, leaving a surplus of \$16,678 for the month. Year to date income was \$505,506 and YTD expenses were \$461,434 for a YTD surplus of \$44,071.

October expenses were close to expectations, despite being in our second month of salary expenses for two Facility Managers, as Justin Hagge completes his training. David will begin phasing out in December.

Included in the packet are the following:

- October 2023 Month P&L & October 2023 YTD P&L

We ended October with \$136,900 in cash and \$260,000 in District Reserves, for a total of \$396,900.

## District Manager's Monthly Report

### Actions

- **Claims** requiring board signature include:

- LSWDD Claim 23033
- LSWDD Claim 23034
- LSWDD Claim 23035
- October Payroll Claim
- Claims will need your **digital signatures** (via Adobe Sign).

November 2023 LEVY Vote:

The Levy for 2024 passed by 83.54%, ensuring that a vital portion of our revenue stream will be in place for the coming year.

- **Facilities Operations, Monthly Bale; SWAC**—David/(Justin): 4<sup>th</sup> quarter stormwater samples were tested. Our zinc was above benchmark and will have to remediate Ric: why? Cyndi: how often tested? David—quarterly. Pam: everyone will transition to three days a week with the seasonal change. Rhea: Public Works has moved out and to their new site on Norman Rd, but no covers are on the machinery etc at old PW site. David: PW is still fueling at old site and doing other activities. SWAC- met last week, Justin was present. Talked about grants, master plan for composting on Sutton Rd on San Juan; collecting plastic film for one month pick up on SJ. Angela Broderick from DOE looking at carbon footprint, ours is transportation (ferries), action point is funding for food waste/composting, also for repair and re-use type activities for us in the future? We may be eligible for funding for TIOLI and the move. Not sure who will be handling the grants. Pam—David Bill is still enthusiastic about composting. **Cyndi will look at grants and is in contact with David Bill.**

- **Solid Waste Alternatives Project (SWAP)**—see report

- **Training, Education, and Outreach**—On Hold. Rachel—reaching out to individuals and volunteers, some increases but no one full-time, many showing up at last minute; working on logos for t-shirts to be sold through SWAP for donations, more on this next month; Larissa emailed about December appreciation party and plans are in the works.

- **Committees—Communications, Strategic Planning:** Communications, Ross—signage for 2023 data being worked on. Cyndi—Can we put something out as thank you for successful levy (Rhea-SWAP is doing one as ad in LopezRocks, so **Cyndi should contact them also**); Pam—need to include what services the community gets for their levy costs (**Ross will help on that**); Strat Planning, Cyndi and Ross will bring recommendations in the future. See Cyndi’s email and we can review, **Cyndi will send Strat Plan out again for comments.** Ad hoc TIOLI policy committee: Ross. Proposed guidelines and map (see report) on a laminated card to be passed out to TIOLI patrons. Cyndi—re: map- separated clothing types, will they be divided by type? Rachel—yes. Rachel—raise capacity by 10? We can have as many as 90. Pam—wow! Ross- it’s mainly up to Rachel as to how many to allow in. Rachel—30 is a good number for now. Pam—is card given away. Rachel—would be laminated and stay at TIOLI. Also be on a sign on the wall. Ross-maybe a QR code in the future. *Rhea moved to approve recs from ad hoc committee*; Unanimous. John—has volunteered to be there on take it days at the beginning. David-that would be great plus down on the street because of safety issues. Cyndi—should we have a sign up on LISSY? (Rachel has phone numbers for people to call in an emergency); **David and Ric will decide if it will go on LISSY? Rachel will design card on a digital file and will transfer to Ric for printing and lamination, Rachel will design wall sign.**

**Public Comment / Input:** Chris Arnold: TIOLI issues, Dan: recycling issues and crowds before opening on Friday

**Old Business:** none

**New Business:** none

**Adjournment at 1:46** Ross moved, unanimous

**Next Regular Board Meeting:** Dec 20<sup>th</sup> meeting will be held.