



**SOUTH SHORE
RECYCLING
COOPERATIVE**

320 Dover Rd.
Westwood, MA 02090
781.329.8318
director@ssrcoop.info
ssrcoop.info

**Meeting of the South Shore Recycling Cooperative Executive Board August 17, 2023 in
Kingston, MA. Kevin Cafferty called the meeting to order at 1:03 PM. Attendees:**

Hanson	Arlene Dias*	Treasurer
Kingston	Paul Basler*	Vice-Chairman
	Jean Landis Naumann*	Secretary
Scituate	Kevin Cafferty*	Chairman

The main purpose of the meeting was to complete the yearly evaluation for the executive director. The attendees discussed each evaluation point and reached a consensus on the numerical rating.

Also discussed was the current budget, the loss of one member town in 2025, and a reasonable cost-of-living increase for the executive director. The e-board recommended a 2% increase, retroactive to 7-1-23. This will need to be voted on at a full board meeting.

Kevin will meet with the executive director to discuss her evaluation.

The meeting adjourned at 2:15 PM.

Submitted by Jean Landis Naumann, Secretary



**SOUTH SHORE
RECYCLING
COOPERATIVE**

320 Dover Rd.
Westwood, MA 02090
781.329.8318
director@ssrcoop.info
ssrcoop.info

**Meeting of the South Shore Recycling Cooperative Executive Board February 21, 2024 in
Plymouth, MA. Kevin Cafferty called the meeting to order at 10:00 AM. Attendees:**

Hanson	Arlene Dias*	Treasurer
Kingston	Paul Basler*	Vice-Chairman
	Jean Landis Naumann*	Secretary
Scituate	Kevin Cafferty*	Chairman
SSRC	Claire Galkowski	

The main purpose of the meeting was to discuss the bylaws as it relates to officers. The topic of term limits was discussed and arguments made as to why this may not be in the best interest of the organization. Paul and Kevin plan to leave their current positions as vice president and president. A possible nominating committee was discussed and may be the e-board. Candidates for these positions need to be identified and contacted to determine their interest in the positions.

The members also discussed budget issues facing every member town. Jean suggested that Claire draft a letter to be sent to each member town (town administrator, DPW director) highlighting the financial benefit of membership in the SSRC so dues funding is not affected. Claire will send the draft to the eboard for review. This information is contained in the Annual Report previously sent to each town.

The meeting adjourned at 10:40 AM.

Submitted by Jean Landis Naumann, Secretary



**SOUTH SHORE
RECYCLING
COOPERATIVE**

320 Dover Rd.
Westwood, MA 02090
781.329.8318
director@ssrcoop.info
ssrcoop.info

**Meeting of the South Shore Recycling Cooperative Executive Board May 6, 2024 on Zoom.
Kevin Cafferty called the meeting to order at 1:30 PM. Attendees:**

Kingston	Paul Basler	Vice-chairman
	Jean Landis Naumann*	Secretary
Scituate	Kevin Cafferty	Chairman
SSRC	Claire Galkowski	

The main purpose of the meeting was to discuss the increase in fees to handle hazardous household waste. The decision is whether to increase the admission fee per car or increase the administration fee paid by the host town(s). Arlene pointed out that the increased administration fee could be paid out of RDP funds.

The final recommendation was to charge an \$800 administration fee for 1 event and \$1200 for 2 events in a host community.

Jean asked if SSRC could do a PSA on the negative effects of fertilizer on the environment.

The meeting adjourned at 1:35 AM.

Submitted by Jean Landis Naumann, Secretary



**SOUTH SHORE
RECYCLING
COOPERATIVE**

320 Dover Rd.
Westwood, MA 02090
781.329.8318
director@ssrcoop.info
ssrcoop.info

Meeting of the South Shore Recycling Cooperative Executive Board August 6, 2024 on Zoom meeting. Ed Murphy called the meeting to order at 9:04 AM. Attendees:

Abington	Ed Murphy	Vice-chairman
Hanson	Arlene Dias	Treasurer
Kingston	Jean Landis Naumann*	Secretary
SSRC	Claire Galkowski	

The main purpose of the meeting was to discuss Executive Director's evaluation. Jean asked that the new chairman be given an opportunity to participate in the evaluation. It was agreed that another Zoom meeting will be held to finalize the evaluation, giving all eboard members time to complete their own evaluation.

Claire joined the group to review the proposed FY25 Budget and FY25 Plan. Claire proposed increasing the sponsor fee to \$350 even though the board recently approved an increase to \$300. Claire reported she is already charging the \$350 with no pushback from the sponsors. After some discussion, it was agreed to allow the executive director to reduce the fee for small businesses and start-ups.

Claire reported that all member towns have paid their annual dues except for 3 and she will follow up with them. The prompt payment of fees has eliminated the necessity to use reserved funds to cover current expenses.

Claire discussed the various emails she send to member towns, including educational material. Jean asked that all board members be cc'd so we can insure the right person is receiving the material and using it.

After a detailed review of the income and expenses showing a net income of \$2320, the eboard voted to recommend the proposed FY25 budget.

Voted: to recommend the proposed FY25 budget to the full board (3-0)

The members discussed the proposed FY25 Plan and compared it with the FY24 Plan, included in the Eboard Report: FY24 Accomplishments.

Jean asked that this report be sent to the full board immediately so they can review the comparison for the vote scheduled 8/7.

Voted: to recommend the proposed FY25 Plan to the full board (2-0) (Arlene had left the meeting)

Jean asked that the eboard consider hiring an enforcement person for private hauler regulations for member towns needing this service.

Claire discussed a proposed overhaul of the website. After some discussions, the consensus was to leave it as it is unless we receive complaints.

Jean asked that Claire present a summary report of the summer intern's activities at the September board meeting.

The meeting adjourned at 10:20 AM.

Submitted by Jean Landis Naumann, Secretary



320 Dover Rd.
 Westwood, MA 02090
 781.329.8318
 director@ssrcoop.info
 ssrcoop.info

Meeting of the South Shore Recycling Cooperative Executive Board September 18, 2024 on Zoom meeting. Delshaune Flipp called the meeting to order at 10:15 AM. Attendees:

Rockland	Delshaune Flipp	Chairman
Abington	Ed Murphy	Vice-chairman
Hanson	Arlene Dias	Treasurer
Kingston	Jean Landis Naumann*	Secretary
SSRC	Claire Galkowski	

The purpose of the meeting was to calculate the final salary for the executive director for FY25.

The FY24 net salary was \$53,031.41 plus employer and employee taxes of \$11,966.28, totaling \$64,997.69.

A 2.5% increase of \$1,624.94 brings the FY25 total to \$66,622.63.

Voted: to present the total of \$66,622.63 to the board of directors at the 10/30 meeting.

The meeting adjourned at 10:45 AM.

Submitted by Jean Landis Naumann, Secretary



**SOUTH SHORE
RECYCLING
COOPERATIVE**

320 Dover Rd.
Westwood, MA 02090
781.329.8318
director@ssrcoop.info
ssrcoop.info

Meeting of the South Shore Recycling Cooperative Executive Board January 9, 2025 on Zoom meeting. Delshaune Flipp called the meeting to order at 11:05 AM. Attendees:

Rockland	Delshaune Flipp	Chairman
Abington	Ed Murphy	Vice-chairman
Hanson	Arlene Dias	Treasurer
Kingston	Jean Landis Naumann*	Secretary
SSRC	Claire Galkowski	

The purpose of the meeting was to review the budget and an update on the HHW Depot project.

Claire reviewed both income and expenses to date with comparison to end of year. She anticipates receiving 2 grants soon and states the organization is okay with current and projected income. She is waiting on additional information needed to file the tax return.

Claire asked for comments on the draft annual report to be sent to the member towns for inclusion in their yearly annual report. There were no major changes so Claire will send out to board members in a few days and they will need to format them to meet each town's requirements.

Voted: to accept the annual report with minor amendments (4-0)

Claire reported the HHW Depot grant of \$120,000 was being rescinded and she will draft a sample letter and ask each member town to send a letter of protest to Local Services. She has filed an appeal. Hanover has confirmed that they remain ready to host the HHW Depot.

Claire announced she is planning to retire in 2 years and Delshaune announced she will be retiring at the end of 2025.

The meeting adjourned at 11:54 AM.

Submitted by Jean Landis Naumann, Secretary