



INDIANA RECYCLING
COALITION, INC.

2003-2004
Annual Report
The Year in “Re-View”

Mission

The mission of the Indiana Recycling Coalition is to support source reduction, reuse, composting and recycling activities in Indiana. To encourage integrated recycling, the Coalition supports buying recycled-content products, and the collection and remanufacturing of recyclable materials. The goal of this support is to conserve our natural resources, decrease our reliance on final disposal, and encourage environmental responsibility.

The Coalition provides this support by:

- Fostering a diverse and active membership;
- Offering forums for discussion, networking, and education;
- Supplying materials to support the development of solutions on the local, regional, and state levels; and
- Developing advocacy positions to serve as a voice of the membership

Indiana Recycling Coalition, Inc.

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A Not-For-Profit Corporation



Affiliate Member of:
National
Recycling
Coalition, Inc.

PLEASE NOTE

The IRC has several “years” that must be addressed on this annual report.

The IRC’s fiscal year runs from December 1 through November 30. Thus, financial information in this report is dated November 30, 2003.

The IRC’s membership year now ends on February 28. This date accommodates the election process for the Board of Directors. Membership numbers reflect levels at the end of the membership year.

The officers and the Board of Directors’ term of office begin at the annual conference in early May. Thus, the Board of Directors listed in this report shows the board at the beginning of the term (with a few notes on any changes that occurred during the year).

Updates on projects and activities are as timely as the printing deadline of April 30 permits.

2003-2004 Board of Directors

Officers

President: Terrence Duffy, *Whitewater Environmental Council*

Vice President: James Parker, *NuGenesis*

Treasurer: Ruthann Osenbaugh, *At-Large*

Secretary : Lisa Laflin, *Keep Indianapolis Beautiful, Inc.*

At- Large Sector

Stephanie Biehn

Sarah Carney

Ruthann Osenbaugh

Business sector

Mark Imel

Capitol City Metals, LLC

Larry Boyle

Interface Flooring Systems

James Parker

NuGenesis

Brook Edwards (r)

Paper Trail Recycling

Jeff Abercrombie

Republic Recycling (formerly Rumpke Recycling)

Government Sector

Shawn Brock (i)

City of Indianapolis

Mark Dix (r)

East Central Indiana S.W.D.

Tiffany Sorge

Indiana Department of Commerce

Meggan Walker

Johnson County Solid Waste Management District

Sue Studebaker

Kosciusko County Solid Waste Management District

Melissa Kriegerfox

Monroe County Solid Waste Management District

Nikki Grigsby

Muncie Sanitary District

Public Interest Sector

Michael Planton (i)

Ball State University

Jeffrey Miller

Earth Day Indiana, Inc.

Lisa Laflin

Keep Indianapolis Beautiful, Inc.

Julie Rhodes (r)

Rural Community Assistance Program

Philip Grounds

Vincennes University

John Crooks

Virtual Scavengers Project

Terrence Duffy

Whitewater Environmental Council

(r) Resigned from the IRC board to pursue other professional activities. (i) interim appointments, filling two of the vacancies.

Staff:

Michelle M. Cohen, *Executive Director*; Allison Nicley and Tabitha Davis, *Office Assistants*

Stephanie Biehn, Larry Boyle, Sarah Carney, Tiffany Sorge and Sue Studebaker are "retiring" from the board. Even though they are officially leaving the Board, we hope they will continue to work with the IRC. Tiffany Sorge served as co-chair of the E-Scrap Action Program and she made a significant contribution to the success of the project thus far. Stephanie Biehn, who is a six-year member of the board, and past president of the IRC has provided invaluable leadership to the IRC. The IRC thanks all of them for their service on the Board, we look forward to working with them in the future.

Special Thanks

The work of the Indiana Recycling Coalition is largely carried out by volunteers. These volunteers, both board members and non board members, are to be commended for their continuing commitment to the IRC's mission.

A big "thank you" to the officers and the chairs of all the IRC committees. These leaders contribute significant amounts of time and effort to keep the IRC running smoothly and projects moving ahead.

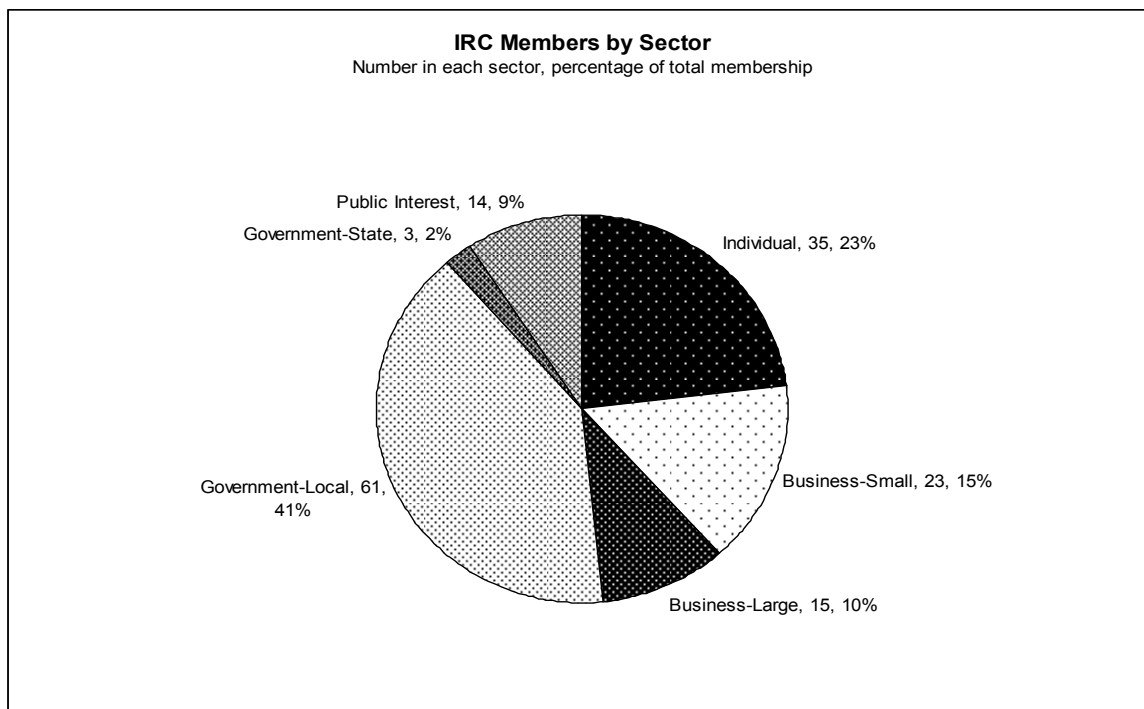
IRC Monthly Meetings

Monthly meetings are regularly scheduled for the third Thursday of the month (except May and December) usually at the Environmental Management Institute in Indianapolis. A light dinner is served at 5:30 p.m. and the business meeting follows at 5:45 p.m. Everyone is welcome and encouraged to attend. Meetings were held on the following dates for this board year:

<i>May 7, 2003 (Annual Meeting at Marriott East, Indianapolis)</i>	<i>October 16, 2003</i>
<i>June 20, 2003</i>	<i>November 21, 2003</i>
<i>July 18, 2003</i>	<i>January 16, 2004</i>
<i>August 15, 2003</i>	<i>February 20, 2004</i>
<i>September 19, 2003</i>	<i>March 20, 2004</i>
	<i>April 17, 2004</i>

Membership

The Coalition's membership for 2003/2004 peaked at 151, with members in four sectors: Individual, Business, Government, and Public Interest (Not-For-Profits and Citizen Groups). Members who had either paid for or who had pledged and had been officially invoiced for the membership year ending February 29, 2004 were counted.



The proportion of each sector remained relatively stable:

	THIS YEAR	LAST YEAR
Government	43%	39%
Business	25%	25%
Individuals	23%	25%
Public Interest	9%	11%

Sustaining Members

Once again, the Indiana Recycling Coalition owes a special thank you to our Sustaining Members. These are members who contribute at a higher level of financial support for the organization. Sustaining memberships are available at Platinum, Gold, Silver and Bronze levels. Each level has corresponding member benefits and funding requirements. This year's sustaining members are listed on the last page of this report.

Financial

Financial information is based on the Fiscal Year Dec., 2002-Nov. 2003 and are reported on an accrual basis. **Figures reported are not audited and may be adjusted.** For tax preparation, audit service and financial advice, the IRC employs the services of Root and Associates, a professional Certified Public Accounting firm in Bloomington, Indiana.

The IRC's operating income came from three major sources – the annual conference (net income \$10,772), memberships (net income \$10,699), and revenue generating projects like the auction and printer cartridge recycling (net income \$4,646).

The Coalition also receives grant funds to help support specific projects. A grant from the Indiana Department of Environmental Management to fund the E-Scrap Action Program was obtained, and advance funds were received in the 2002/2003 fiscal year.

The following statement details the annual total income and expense. Although the net income for the year was negative, the stable financial position of the organization remains intact due to adequate cash flow and adequate resources in the bank.

	<u>Income & Expenses</u> <u>Dec '02 – Nov 03</u>
Income	
Fees	17,001.
General Donations	25,154.
Grants	12,731.
In-Kind Revenue	18,677.
Interest	95.
Membership Donations	15,500.
Sales and Commissions	2,713.
Uncategorized Income	658.
Total Income	<u>92,531.</u>
Expense	
Awards, Gifts, & Promo Prizes	643.
Bank, Finance Fees	749.
Capital Expense / Equipment	144.
E-Scrap Accounts	10,726.
Education / Promotion	2,560.
Food & Beverages	8,613.
In-Kind Expense	18,677.
Insurance	333.
License and Organizational Fees	10.
NRC Affiliate Dues	3,610.
Other Service Providers	10,000.
Payroll Expenses	1,274.
Postage	1,299.
Printing / Copying (outsourced)	3,460.
Regular Professional Services	22,378.
Rent - Facility & Equipment	3,800.
Subscriptions & Memberships	100.
Supplies	1,334.
Telecommunications / Web	2,837.
Training and Conference Fees	1,000.
Travel & Accommodations	3,341.
Uncategorized Expenses	505.
Total Expense	<u>97,399.</u>
Net Income	<u><u>-4,867.</u></u>

The audit is scheduled for July, 2004, at which time total expenses will be categorized as management & general, program, or fundraising. The Coalition is proud to report that preliminary calculations show that program expenses are 85%; management and general 14%; and fundraising only 1%.

Getting the work done: Standing Committees, Task Forces, etc.

Volunteer effort is chiefly responsible for the accomplishments of the Coalition, through Committees, Task Forces, and other less formal groups and individual efforts. Committees are standing bodies while other groups form to address specific projects or issues. The IRC has two sponsored committees:

1. Northern Indiana Recycling Initiative (NIRI)

Chair: Bill Grube, Whitley County SWMD,
Secretary: Sue Studebaker Kosciusko County SWMD

NIRI met every other month this past year, and has seen a revitalization in meetings and in the number of attendees. NIRI has hosted a variety of special speakers on various subjects and programs, including Charitable Recycling and Mattress recycling. NIRI participants have toured different facilities and have learned from each other's mistakes and successes. IDEM representatives have been an active part of our meetings supplying us with information up dates and support. NIRI looks forward to an active 2004/2005 year with increased communication between them and AISWMD, IRC, and IDEM.

2. Southern Indiana Recycling Initiative (SIRI)

Chair: Debbie Steinkamp
Secretary: Debbie Haseman

The major activities for SIRI (Southern Indiana Recycling Initiative) this past year have been: establishing and implementing a Business Participation Award, participating in NRC's Reuse-A-Shoe Program and providing information and discussion on the state-wide Open Burning Grant.

The highlight of SIRI's year was participating in House Concurrent Resolution No. 44, introduced on March 1, 2004, during the Regular Session of the 113th General Assembly. The resolution recognized SIRI, along with its past four presidents, Jill St. John, Jim Daniels, Patricia Colbert, and Deborah Steinkamp for the tireless efforts over the past twelve years in coordinating the recycling efforts in Southern Indiana.

Standing committees work throughout the year, fostering the Coalition's mission in specific areas. Thanks to all Committee Chairs and members for their consistent dedication.

Conference--Chair, Melissa Kriegerfox

Nominating--Chair, Stephanie Biehn

Advocacy--Chair, Sarah Carney

Membership--Chair, Jeffrey Miller

Electronics Task Force--Tiffany Sorge and Amanda Hennessey, co-chairs; Julie Rhodes, contractor

Newsletter--Meggan Walker, Editor

Highlights of the 2003-2004 Year in “Re-View”

During the course of a year, the IRC’s staff, board, and members participate in a wide variety of activities to support recycling in Indiana, and to strengthen the IRC as an organization. This year, these included:

14th Annual Conference

"Unplugged and Recharged!" was held May 8-9, 2003, in Indianapolis at the Marriott East. This event had a special focus on electronics issues, and on how Indiana could recharge recycling efforts. This extended event began with the kickoff event for the E-scrap Action Program and a welcoming “fiesta” on the first day, followed by two days of breakout sessions and keynote addresses. A terrific line up of regional and nationally known speakers was featured throughout, including Ray Anderson of Interface Carpet, whose corporate environmental policies are exemplary.

This year’s conference also featured a new effort to make our event even “greener.” We have always used recycled products, reduced packaging waste, etc, but this year we put an emphasis on making our food choices more environmentally friendly, by using local/organic for almost all the food served at the conference.

E-Scrap Action Program (ESAP)

ESAP has been the IRC’s most important program activity this year. This program was kicked off at last year’s conference, with nationally recognized speakers and a full track of conference sessions on electronics. We are now about half-way through the timeline of this exciting project, and things are going very well. ESAP is designed to bring all the players to the table in a consensus based process, to develop environmentally sustainable, cost effective policies and e-scrap management programs for Indiana.

ESAP is being funded by a wide variety of sources, including a major grant from IDEM, plus significant contributions from solid waste management districts, and private sector and not-for-profit recyclers: a complete list is included on the last page of this report. Julie Rhodes, a contractor to the IRC is doing an excellent job of leading this program.

Some highlights of the project are:

- A series of stakeholder meetings, bringing together an average of 50 to 60 participants. These meetings presented a broad range of important information to stakeholder representing the entire spectrum of interests in end-of-life electronics issues
- Establishing sub-committees to develop proposals for critical issues. Current subcommittees are best practices, reuse, and education.
- A new working relationship with Purdue University. This involves CMTI, several professors, and a team of senior design students. So far, this partnership has resulted in a workshop on best practices in processing electronic equipment, and a study on the cost effectiveness of identifying, sorting and recycling plastic components of electronic equipment.
- Information on the web. A large amount of ESAP information is available on the IRC’s web site; from speaker presentations at the stakeholder meetings, to a schedule of upcoming events (Go to indianarecycling.org and click on the ESAP link)
- A tool kit that is being compiled to assist local government entities, business leaders, and not-for-profit organizations. Sections of the tool kit have been put together for each stakeholder meeting, and at the conclusion of the series of meetings, the tool

kit will be finalized. After finalization, during the winter of 2005, it will be presented to local Indiana audiences in at least four seminars across the state.

The E-Scrap Action Program is a great success thus far. Some wonderful, productive collaborations have already developed within the stakeholder group, between private and not-for-profit recyclers, state agencies, and local governments, and more. ESAP has immense promise, and it might ultimately be the best project of the IRC to date. It deserves your attention, your participation and your support.

Advocacy

This year, the IRC had the opportunity to participate in some important activities with an impact on statewide level. Our advocacy activities focused largely on the issues before the Recycling Evaluation Committee (REC) of the state legislature. The REC held a number of hearings based on a report from the Legislative Services Agency entitled *Issues relating to Recycling and Solid Waste Management*. During these meetings, the IRC presented two sets of advocacy positions. The first presented the IRC's view of the state's ongoing role in recycling. In brief, the four planks are that the IRC:

- *advocates continued financial support from the Indiana Departments of Environmental Management and Commerce, at current or expanded levels, to ensure that Indiana's waste diversion increases*
- *considers the technical support and educational services provided by state agencies essential to the success of recycling and waste reduction efforts of local government units, businesses, schools, and residents of Indiana.*
- *supports state programs, like Greening the Government and recycled-content product procurement.*
- *advocates the continued coordination between and among state agencies, local government units, and organizations in their efforts to increase waste diversion*

We also presented our recommendations for developing E-scrap policy for Indiana, stating that the IRC supports

- *proper end-of-life management of electronics within the state as an important priority for the protection of the environment and public health in Indiana communities;*
- *electronics end-of-life management as a high priority on the national, state and local levels;*
- *a funding mechanism to offset the financial burden of electronics end-of-life programs to Indiana communities;*
- *a strategy for electronics end-of-life management that embraces the full waste management hierarchy of reduction, reuse and recycling; and*
- *long-term producer responsibility to encourage electronic product manufacturers to design, manufacture, and distribute products that contain a minimum of hazardous material and are as reusable and recyclable as possible.*

These recommendations were well received. The REC, which is a temporary committee, decided to continue in operation, with further examination of the electronics issue as the primary reason. The Committee also identified the IRC as one of the organizations that they would include in their discussions. Terry Duffy, Michelle Cohen and Julie Rhodes also held a more in-depth discussion on electronics issues with REC member, Senator Nancy Dembowski, about the future of e-scrap policy in Indiana.

EarthShare-Indiana

The Coalition continues to participate in the workplace giving campaign sponsored by EarthShare-Indiana (formerly the Environmental Fund for Indiana). IRC board members Jeffrey Miller and Stephanie Biehn served as the IRC's representatives for EarthShare-Indiana this year.

Board Retreat

This annual retreat offers a chance for Board members to get to know one another and to set the tone for the coming year. In June, the Board met at the Brown County Public Library. We reviewed Coalition policy and procedures, brainstormed, and developed priorities, agreeing that it was essential to strongly support the E-Scrap Action Program, and to focus on developing membership in the business sector.

IRC Picnic Continues to Be a Hit

Terry and Sara Duffy put on another great outdoor event for the IRC Board members and their families. tractor rides, a walk in the woods, and a rousing game of corn-hole and a wonderful pot luck meal were just a few of this year's highlights. The day is a wonderful opportunity for board members to just socialize, and also serves as a reminder for how important our mission is to the environment.

Indiana State Fair

The IRC worked with the Department of Administration's Greening the Government Program to conduct a plastic (PETE) bottle and aluminum can recycling program at the fair again this year. The IRC lent fifty recycling containers for collecting recyclable containers, and assisted with set-up and tear-down. These containers were obtained in 2001 through a grant from NAPCOR and are available for IRC members to borrow.

NRC Congress

At the 2003 NRC Congress in Baltimore, Maryland, the IRC once again hosted a booth. The NRC leadership and representatives of state recycling organizations also held an important discussion regarding affiliation fees. As Vice President, Jim Parker represented the IRC in these discussions, which ultimately resulted in a much simpler calculation for affiliation fees designed to benefit all State Recycling Organizations in their budget planning.

America Recycles Day (ARD)

Representatives from the Indiana Departments of Environmental Management, Commerce, and Administration (Greening the Government Program); Indiana Recycling Coalition; Johnson County SWMD; Keep Indianapolis Beautiful; Capitol City Metals; and the City of Indianapolis served on the ARD: 2003 state steering committee.

Although the theme was the same - For Our Children's Future, Buy Recycled Today – the celebration of America Recycles Day: Indiana 2003 incorporated several new events. Information about America Recycles Day and the importance of buying recycled was distributed at the first-ever Indianapolis Zoo Conservation Day. A Recycled Fashion Show, sponsored by the Indiana Department of Administration (Greening the Government Program), was presented at the 2003 Governor's Conference on the Environment. Models sported everyday fashions made from recycled materials and a number of new outfits custom-made from reused items. A new Recycled Art Exhibition for artists over the age of 16, was sponsored by Capitol City Metals and hosted by Joe Reuzar's Deli. The competition and exhibition were well received this year, and will be repeated in future ARD

campaigns. Abitibi Consolidated Paper Recycling was a general financial sponsor of the state celebration; SWMDs throughout the state held local celebrations with the support of local sponsors.

AISWMD Conference

Michelle Cohen staffed our booth at the annual gathering of solid waste management district professionals. This year, the IRC booth presented information on the IRC's various programs.

Partners for Pollution Prevention Conference

The Coalition had a booth at the Partners for Pollution Prevention Conference held in Brown County. Michelle Cohen staffed the booth and assisted in recycling the bottles and cans from the event. The IRC attended in hopes that this exposure to business leaders interested in environmentally responsible activities would lead to new business members and relationships.

Institute for Conservation Leadership's Great Lakes Executive Director Development Program

Executive Director Michelle Cohen attended this week-long session in October. Michelle and Melissa Kriegerfox attended the shorter follow-up workshop in March. The results of this very informative, skill-building experience are that the Coalition will be focusing more on organizational development and planning in the near future. The ultimate goal is to achieve a stronger financial foundation and organizational structure to ensure that the coalition's mission can be attained in the most sound manner possible.

Hoosier Association of Science Teachers, Inc.

The IRC hosted a booth at this well attended event. Thanks to IRC-member solid waste management districts, the IRC had plenty of give away information, materials, and volunteers to staff the booth.

Earth Day Indiana Festival

The IRC was once again an "environmental sponsor" of the Earth Day Festival this year. Our booth provides a wonderful opportunity to tell folks about the IRC, and talk with them about reusing, reducing and recycling. This year's pleasant weather brought out many festival-goers who stopped by the booth and learned a little more about the IRC and our upcoming conference.

Partnerships

The IRC does not work in a vacuum! We are always looking for opportunities to work cooperatively with other organizations. The IRC continues to work with the City of Indianapolis, the Department of Environmental Management, the Department of Administration, and the Department of Commerce. As a result of the new electronics project (ESAP), we are working with a number of new partners, and we hope that these will be long term, productive partnerships.

E-Scrap Action Program Partners

Indiana Department of Environmental Management
The Virtual Scavengers Project
Lake County Solid Waste Management District Challenge Grant
The Goldsmith Group
Chesapeake Electronics Recycling
Asset Forwarding
Hoover Family Foundation
St. Joseph County SWMD
LaPorte County SWMD
East Central Indiana SWMD
Vanderburgh County SWMD
Bartholomew County SWMD
Monroe County SWMD
Johnson County SWMD
Randolph County SWMD
Dubois County SWMD

Indiana Department of Commerce
US Environmental Protection Agency, Region 5

Sustaining Members

SILVER

Indiana Department of Environmental Management – Office of Pollution
Prevention & Technical Assistance

BRONZE

AAA Environmental, Inc.
East Central Recycling
Envirocycle
Indiana Department of Commerce – Office of Energy & Recycling
NuGenesis
Waste Management

Printed on recycled content paper

Remember to Precycle: Reduce and Reuse BEFORE you Recycle!