

Circular Action Alliance
Colorado Board of Directors - Minutes
Meeting #7 – December 11, 2023 (12:30 - 2:30 pm MT / 2:30 – 4:30 pm E.T.)

Item	Substance	Action
1.	Call to Order and Agenda Review	N. Menezes called the meeting to order at 12:34 p.m. M.T.
2.	Antitrust Admonishment	An antitrust compliance reminder was provided by legal counsel.
3.	Consent Agenda <i>Approval</i>	<p>The draft minutes of the November 27, 2023 (Meeting #6) Colorado Board Meeting were adopted without objection.</p> <p>Attendees were welcomed and the agenda and revisions to the agenda were summarized by the Chair.</p>
4.	Presentation from the Colorado Department of Public Health and Environment <i>Discussion</i>	It was noted that the presentation by the Colorado Department of Public Health and Environment (CDPHE) to the Colorado Board will be rescheduled to a subsequent meeting.
5.	Update on Executive Director Search <i>Approval</i>	<p>Colorado Board members received an update on the executive search for the Colorado Executive Director and the status of the executive search services contract with the selected vendor.</p> <p>The position description and compensation ranges for the Executive Director position scope, scale, and complexity were reviewed. Statutory limitations on performance-based incentives (bonus) and the implications on hiring were discussed. Potential leave benefits and types of healthcare, disability, retirement, and life insurance benefits were also reviewed and discussed so the organization can move forward with posting the role.</p> <p>Motion by N. Menezes to approve the position details and include the salary band and location in the position description. Seconded by M. Craig. Unanimously carried.</p> <p>Next steps are to have the search firm begin searching and post the role with the job grade, position description, and salary details approved.</p> <p><i>Attendance Notes:</i> J. Meyers joined the meeting at 12:35 p.m. MT. and left at 1:04 p.m. MT S. Buckingham joined the meeting at 12:39 p.m. MT.</p>
6.	Colorado Board Governance <i>Discussion</i>	<p>Colorado Board members received a report on the development of nominations processes, criteria, and application for Colorado Board member appointments.</p> <p>New Colorado Board members Mike Bernier (Swire) and Melissa Craig (Clorox) were introduced and welcomed.</p>
7.	Needs Assessment Updates <i>Discussion</i>	<p>An update was given about Eunomia Research & Consulting’s modeling work. Discussion focused on the development of minimum recyclables list criteria (commodity output types and sufficient capacity) and detriments, specifically on paper materials and Polypropylene packaging and other materials across the draft criteria. Tim Elliot from Eunomia was introduced to Colorado Board members and provided background on the modeling scenario development. Colorado Board members asked questions and he explained assumptions underlying the modeling and sourcing of the data.</p> <p><i>Attendance Notes:</i> T. Elliott joined the meeting at 1:31 p.m. MT.</p>

		<i>M. Marchum left the meeting at 1:32 p.m. MT S. Buckingham left the meeting at 1:53 p.m. MT. S. Towle left the meeting at 1:58 p.m. MT. A. Schneck and M. Bernier left the meeting at 2:32 p.m. MT.</i>
8.	Next Meeting Date <i>Discussion</i>	It was noted that today's meeting was the last meeting of the Colorado Board in 2023 and that the next meeting will be scheduled for the second week of January 2024.
9.	Other Business	There was no other business to discuss.
10.	Executive Session	No executive session was held.
11.	Adjournment	The meeting adjourned at 2:35 p.m. MT.

Attendees:

Voting Members			
General Mills	Neil Menezes	Voting Member	Y
Mars, Incorporated	Eadaoin Quinn	Voting Member	Y
Clorox	Melissa Craig	Voting Member	Y
PepsiCo	Andy Wright	Voting Member	Y
Swire	Mike Bernier	Voting Member	Y
Walmart	Alex Schenck	Voting Member	Y
Nonvoting Members			
Mary Marchum	Colorado Beverage Association	Nonvoting Member	Y
John Hewitt	Consumer Brands Association	Nonvoting Member	Y
Project Team			
Shane Buckingham	Project Team	Deputy Project Lead	Y
Jeff Meyers	Project Team	Senior Strategic Advisor	Y
Peter Hargreave	Project Team	Colorado Manager	Y
Sue Towle	Project Team	Board and Project Administrator	Y
Legal Counsel			
Andrew Steinberg	Venable LLP	Legal Counsel	Y
Invited Guests			
Tim Elliott	Eunomia Research & Consulting	Modeller	Y

Antitrust Compliance

Circular Action Alliance is subject to federal, state, and international antitrust/competition laws and has a policy of strict compliance with these laws, without exception.

These antitrust laws prohibit competitors from engaging in actions that could result in an unreasonable restraint of trade.

Consequently, competitors must avoid discussing certain topics when they are together, meeting virtually, or at any other time: prices, fees, rates, profit margins, discounts, promotions, rebates, or other terms or conditions of sale; pricing strategies, methods, trends, plans, or timing of price changes; salaries, costs, and other factors that affect pricing; the hiring or recruitment of other members' employees; allocation of markets or customers or division of territories; topics that may lead participants to not deal with or to boycott a particular supplier, customer, or third party; reductions of output; bid-rigging; or any other anti-competitive topics or actions.

Failure to comply with these antitrust laws will not be tolerated in any manner.