

Virginia Beach Clean Community Commission  
Meeting Minutes  
November 14, 2013

Attendees: Commissioners Larry Banks, Dan Baxter, Nancy Degges, George Denice, Scott Kellam, Kathleen Reed & Josie Sprague; Public Works liaison Linda Minner

- Meeting called to order by Dan Baxter at 6:45 PM
- October Volunteer Appreciation Event recap:
  - Use PSA & pause for each segment, then present the awards – would remove some redundancy, condense the presentation, and provide more impact
  - Lt. Jason Redman gave an excellent presentation as keynote speaker
  - Pictures from the event will be placed in Dropbox. Thank you to the volunteers will contain a link to the pictures.
  - Venue was nice; live background music added to the relaxing atmosphere
- Shed:
  - Nancy Degges: What is the required amount of insurance to comply with the City Memo of Understanding [MOU]? Amount is required in order to obtain policy. Exactly what type of coverage is expected?
  - Kathleen Reed: It is her understanding that the City covers volunteers for medical liability if injured while volunteering. [\*\*Need to confirm]
  - Would like an explanation of the “hold harmless” clause & have it restated in the MOU in plainer language.
  - May need a meeting with Linda Minner, the City Attorney, Nancy Degges, and the VB Clean Community Volunteers, Inc. attorney, Neal Brodsky.
- 501(3)(c) - Application still in process; IRS fees check not yet cashed
- Earth Day 2014 – notes from ED meeting 11/4/13:
  - Saturday 5/3/14; rain date Sunday 5/4/14; time 11 AM to 4 PM
  - AAA Recycling Zone hours will be 10 AM to 2 PM; e-cycle possibly by ARC; Katie Malone no longer at Synergy
  - Discussion of reducing vendor fees to attract more vendors; possibly a sponsor for certain areas
  - Youth – creation of an April environmental calendar – would require partnership with the VB schools; would VBCCC provide recycled money pencils for the participants? [Yes]
  - Two “save-the-date” reminders will go out to prior vendors & exhibitors – 1 in Nov. and 1 in Jan.
  - Does VBCCC want to sell rain barrels & composters? In Recycle Zone, 10-2 [Yes, Rain Water Solutions, request sample in advance.]

- Project Green Teens [PGT] – Will participate; uncertain if they are going to dumpster dive or change it up [Tidewater Fiber may want to be involved; Tanya Wilson handles Storm Drain Markers – perhaps PGT could work with her re: collection of items in storm water? Hampton Rds. Green Bldg. Council may be a contact for them also.]
- Future ED 14 meeting dates: At Landscape Services 1/6/14 6:30 PM, 2/3/14 10:00 AM, 3/3/14 6:30 PM, 4/7/14 10:00 AM; walk-through at Mt. Trashmore 4/28/14 time TBD
- Keep America Beautiful [KAB] update:
  - Little index – 11/8/13 - Participants were Commissioners George Denice, Dan Baxter, and Christina Trapani; Mr. Jefferson; John Mayer & Tanya Wilson from Waste Management, and Mary Freeman from Office of Volunteer Resource. Traveled across the city, Parks & Rec mapped out the area & team rated areas from the beach to Shore Drive to Kempsville for litter concerns. No discussion during the process. Need write-up. Pockets not covered. Did not go south of Indian River or east of North Landing.
  - Logo- VBCCC logo has to be revised to include tag line for KAB; 2 options were presented. Option 1: Keeping Virginia Beach Clean and Beautiful or Option 2: **Keeping Virginia Beach Beautiful**. Josie Sprague motioned that we adopt Option 2; George seconded; vote was favorable; Option 2 was accepted.
  - Additional info needed for KAB – Survey of who does what in the city; 4 hour training on Sat. in Feb. 8 AM to 12 Noon. Linda will confirm date.
- America Recycles Day:
  - Portsmouth Lowes had recycle & shed event at their store on Victory Blvd. Accepted business & personal items
  - 11/12/13 – recycle event at the Tidewater Community College Joint Use Library. TCC provided pizza for the attendees; Tanya & John were there; received 136 recycle pledges.
- Other business:
  - Winter Wildlife Festival 1/24 – 1/26/14 at Princess Anne Recreation Center; Josie will follow up concerning VBCCC participation
  - Discussion about getting a new display board or updating the current one.
  - Home & Garden Show – Waste Management will be there; does VBCCC want to be there too? Need to check on dates.
- Treasurer’s report presented by Nancy \$33,059.21 currently in the bank accounts of the VB Clean Community Volunteers, Inc. Largest deposit was \$1609 from 1<sup>st</sup> weekend of ornament sales at Santa’s Stocking. Largest disbursement was \$1,271.74 for the USB

drives, preloaded with the VBCCC PSA, given to the volunteers that attended the appreciation event in Oct.

- Youth grant forms will be revised by Nancy to remove “2013” from the forms. Will be ready to send to schools & other organizations soon.
- Josie motioned to adjourn the meeting; Kathleen seconded. Meeting adjourned 8 PM

Submitted by: Nancy Degges

**CLEAN COMMUNITY COMMISSION MEETING**  
**September 12, 2013**

**Members in Attendance:**

**Commissioners:**

Dan Baxter, Chair  
Larry Banks, Vice-Chair  
Nancy Degges, Treasurer  
Beth Bailey, Secretary  
George Denice, Commissioner  
Josie Sprague, Commissioner  
Christina Trapani, Commissioner

**Members:**

Linda Minner, Waste Management Liaison  
Amy Woodson, P & R Liaison

**Call to Order**

Dan Baxter called the meeting to order at 6:42pm

**Review of Minutes**

- The minutes from the last meeting were reviewed and approved.

**Updates**

**A. VBCCC Volunteer Appreciation Event**

- Contract will be signed and final number to be given to WC once finalized
- A guitarist has been hired to play during the event
- A speaker has been secured. A motion was made by Beth and seconded by Josie to present him with a stipend of \$250 to his non-profit organization called Wounded Wear.
- Invitations will be going out soon
- Details were discussed regarding certificates, gifts, set up, etc.

**B. Shed**

- Nancy has requested another insurance quote based on new criteria & parameters
- The shed will be ordered once the agreement between the VBCCC & the City has been signed by all necessary parties

**C. 501C Status**

- The form has been sent off to the IRS and is awaiting approval

**D. KAB Affiliation and Litter Index**

- Budget is being created
- Focus Area Survey route has been created and a date will be planned in late October or early November

**Treasurer's Report**

- See attachment

**New Business**

**A. Youth Grants**

- Application is complete and once an instruction sheet is created, it will be distributed throughout the community

**B. Local ARD event**

- The recycling team is working with the Joint City/TCC Library to create an event to promote America Recycles Day. The tentative date is November 14<sup>th</sup> from 11am – 2pm

**C. International Coastal Cleanup**

- There are several ICC events over the next few weeks. Contact Christina for more information.

**D. Plastic Bag Task Force**

- A meeting was recently held regarding moving forward with a state-wide ban or fee on plastic bags. The group will continue to move forward with
- Christina will now be representing the VBCCC on the Clean Water Task Force

**E. Santa's Stocking**

- The dates are 11/2 & 11/3 and 11/16 & 11/17
- Nancy will be sending out an email soon requesting volunteers

**F. Earth Day 2014**

- First meeting will be held 9/16/13. Contact Katie Whanger for more information.

A motion was made by Josie to adjourn. The meeting was adjourned at 7:55p.m.

**Attachments**

- Treasurer's Report & July Minutes

**CLEAN COMMUNITY COMMISSION MEETING**  
**July 11, 2013**

**Members in Attendance:**

**Commissioners:**

Dan Baxter, Chair  
Larry Banks, Vice-Chair  
Beth Bailey, Secretary  
George Denice, Commissioner  
Josie Sprague, Commissioner  
Christina Trapani, Commissioner

**Members:**

Mary Richmond, Waste Management  
John Mayer, Waste Management  
Amy Woodson, P & R Liaison  
Shawn Reid, VA Aquarium Representative

**Call to Order**

Dan Baxter called the meeting to order at 6:40pm

**Updates**

**A. Earth Day**

- Wrap up meeting was 5/20 – more will be discussed at the next meeting

**B. Clean the Bay Day**

- The picnic was a wonderful success
- The new tents were very nice
- Prizes were wonderful and greatly appreciated by attendees

**C. VBCCC Volunteer Appreciation Event**

- We are booked for 10/23/13 at the Westminster Canterbury – 7:00pm

**D. Shed**

- Insurance and site details are still being worked on – should be in place within the month

**E. 501C Status**

- An update will be provided at the next meeting

**F. Helping Hands Projects**

- There have been 2 projects in the past two months and both were extremely successful

**Treasurer's Report**

- See attachment

**Review of Minutes**

- The minutes from the last meeting were reviewed and approved.

**New Business**

**A. Youth Grants**

- An update will be provided at the next meeting

A motion was made by Dan to adjourn. The meeting was adjourned at 7:00p.m.

**Attachments**

- Treasurer's Report & May Minutes

# CLEAN COMMUNITY COMMISSION MEETING

May 9, 2013

## Members in Attendance:

### **Commissioners:**

Dan Baxter, Chair  
Larry Banks, Vice-Chair  
Beth Bailey, Secretary  
George Denice, Commissioner  
Josie Sprague, Commissioner

### **Members:**

Linda Minner, Public Works  
Amy Woodson, P & R Liaison  
Anne Mannarino

## Call to Order

Dan Baxter called the meeting to order at 6:33pm

## Updates

### **A. Earth Day**

- Wrap up meeting will be 5/20 – more info to follow at next meeting
- Rain Barrels sold out
- E-Cycling event seemed to be a bit long – a suggestion was made to cut it back to 4 hours next year. Also, space was a bit tight – it made the 2 lane traffic flow somewhat difficult
- Show mobile sides should be closed so that the music is pointed outward
- Move vendors a little further away from the music
- Secure sheriff tents if at all possible

### **B. Clean the Bay Day**

- Saturday, June 1<sup>st</sup>
- Last year's vendors are confirmed for this year again
- A motion was made by Beth to have Dan purchase 2 tents for use by the VBCCC not to exceed \$500. The motion was seconded by Nancy and the motion passed unanimously.
- A motion was made by Nancy to apportion \$1000.00 for use by the Picnic committee. The motion was seconded by Anne and passed unanimously.

### **C. Great American Cleanup – Hampton Roads Beautiful Day**

- Linda wrote an article for the City Manager's Update to advertise the success of the day. See attached.

### **D. VBCCC Volunteer Appreciation Event**

- We are booked for 10/23/13 at the Westminster Canterbury.

## Treasurer's Report

- See attachment

## Review of Minutes

- The minutes from the last meeting were reviewed and approved.

## New Business

### **A. Keep America Beautiful Affiliation / Board Training**

- Tag Line – Dan suggested "Virginia Beach Clean Community Commission,.... Keeping Virginia Beach Beautiful"
- The Litter Index and Focus Area Surveys are being worked on

### **B. Filling VBCCC Vacancies**

- We have three vacancies to fill on the Commission. Please send any suggestions to Dan. Begin looking into the community to find new members, encourage them to come to meetings and become part of the Commission.

### **C. Helping Hands**

- There will be a Helping Hands Project on 5/21/13. Further details will be emailed to the commission.

A motion was made by Dan to adjourn. The meeting was adjourned at 7:43p.m.

## Attachments

- Treasurer's Report & March 14<sup>th</sup> Minutes

**CLEAN COMMUNITY COMMISSION MEETING**  
**January 10, 2013**

**Members in Attendance:**

**Commissioners:**

Dan Baxter, Chair  
Larry Banks, Vice-Chair  
Nancy Degges, Treasurer  
Beth Bailey, Secretary  
George Denice, Commissioner  
Anne Mannarino, Commissioner  
Kathleen Reed, Commissioner

**Members:**

Linda Minner, Public Works  
Amy Woodson, P & R Liaison  
Jennifer Powell, NMITC

**Guests:**

**Call to Order**

Dan Baxter called the meeting to order at 6:38pm

**Updates**

**A. Earth Day – see attached report**

- Nancy moved to appropriate up to \$1,000 for Earth Day expenses. The motion was seconded by Beth and approved unanimously.

**B. Keep America Beautiful Affiliation / Board Training**

- Linda has continued to work with KAB to arrange a training session. March 9<sup>th</sup> is the proposed date. The times will be approximately 8am or 9am to noon.

**C. Great American Cleanup – Hampton Roads Beautiful Day**

- A date of March 23<sup>rd</sup> has been suggested
- Owl's Creek Preservation Area has been identified as a possible location. It has parking, visibility, and is appropriate for all demographics of volunteers
- Citizens will be encouraged to clean up their own neighborhoods if they do not want to come out to Owl's Creek. They will be encouraged to post before and after pictures on a Facebook page. Anne came up with the idea of promoting Random Acts of Cleanness

**D. Insurance for Storage Units, Equipment, Ornaments, and Supplies**

- A discussion was held regarding improvements that are needed for the existing shed. A motion was made by Kathleen to appropriate up to \$1000 to improve the existing shed. This was seconded by Nancy and approved unanimously.
- A proposed "Memorandum of Understanding" between the City of Virginia Beach and the VBCCC was presented for review by the Commission (see attached)
- It was decided that "VBCCC" will be changed to VBClean because it will be an agreement between the non-profit (VBClean) and the City not the Commission.
- Nancy suggested that it should not be approved prior to having it reviewed by VB Clean Corporation's lawyer.
- A motion was made by Nancy to accept the MOU with the decided upon revisions pending review by both the City Attorney and VB Clean Corporation's lawyer.
- Nancy will now begin obtaining insurance quotes as required by the MOU.

**E. VBCCC Brochure**

- Several additional revisions were made and the brochure will go to print very soon. An initial order of 500 will be placed.

**Treasurer's Report**

- See attachment

**Review of Minutes**

- Due to extenuating circumstances, the minutes were not presented to the Commission until tonight's meeting. They were reviewed and approved as amended (see attached).

## **New Business**

### **A. Grant Opportunities**

- The Grant Application is complete and was presented to the Commission for review. A motion was made by Beth to approve the presented application and seconded by Nancy. The motion was approved unanimously.

### **B. Virginia Flower & Garden Show and Winter Wildlife Festival**

- Volunteers are needed for both – contact Linda by 1/20 if you are able to help.

### **C. Dinner meeting in March**

- It was decided that the Commission will meet at Frankie's Place for Ribs for our next meeting (3/14). We will conduct an abbreviated meeting from 6pm to 6:30pm and spouses are invited.

### **D. Date for VBCCC Volunteer Appreciation Event**

- A date of 10/23/13 was suggested. Beth will contact Westminster Canterbury to secure the date.

### **E. Recognitions**

- Dan was recognized for 20 years of service to Virginia Beach
- George was recognized for 5 years of service to Virginia Beach & received a Mayor's Certificate for 500 hours of service
- Larry received a Mayor's Certificate for 1,000 hours of service
- Beth was recognized for her first anniversary of her Commission
- Kathleen was recognized for 25 years of service to Virginia Beach

A motion was made by Beth to adjourn. The meeting was adjourned at 8:12p.m.

## **Attachments**

- Memorandum of Understanding
- Treasurer's Report
- November 2012 Minutes
- Grant Application