



PLASTICS PIONEERS ASSOCIATION

Honoring the Past ... Ensuring the Future

General Business Meeting Minneapolis, MN September 28, 2018

Call to Order

The meeting was called to order at 8:47 am by Wolfgang Meyer, PPA President.

Moment of Silence

A moment of silence was held in memory of deceased members, Robert Swain and Tony Mack.

Minutes of Annual Business Meeting

As there were no questions or comments, the minutes of the April 13, 2019 meeting were approved.

Financial Reports:

PPEF Report (Steve Hoenig)

The Education Fund currently stands at \$1,364,130, consolidated into one Investment House. 70% of the money is in Wellesley Income Funds which is divided into stocks (1/3) and bonds (2/3). 30% is in Vanguard bonds. All are managed funds.

2019 has been a great year with returns over 12% for all funds. Details are shown below:

01-Jan-19	31-Aug-19	YTD Net GAIN	YTD % Net Gain	YTD Payments	Total Gross GAIN	Actual Gross Return YTD %		
\$ 1,041,228	\$ 1,148,970	\$ 107,742	10.35%	\$18,000	\$ 125,742	12.1%		
Payment details (end of July 2019)								
	paid from Vanguard	source		paid from WF				
	\$0	Polymer Ambassadors		\$0				
	\$0	PlastiVan expenses		\$0				
	\$0	PlastiVan expenses		\$875				
	\$18,000	Scholarships		\$12,000				
	\$18,000	TOTAL OUT		\$30,875				
				initial	31-Aug-19			
Portfolio Details (end of Aug 2019):				ENDOWMENTS		YTD RETURN	Payments	Act Return
				Charitable Endowment 1 (N)	\$101,307	\$108,334	6.94%	6000
				Charitable Endowment 2 (S)	\$99,973	\$106,827	6.86%	6000
CASH	\$5,983	1%						
Wellesley	\$805,229	70%						
Int Bond	\$337,757	29%						
SUM	\$1,148,969	100%						
				GRAND TOTAL	\$1,364,130			

A new investment methodology has been adopted by the committee to ensure consistency in investing strategy and to pass this along to future Investment Committee members. This strategy is shown below.

Methodology – draft

1. As approved by the PPA BOG on (insert date), the PPEF is renamed The Primary Endowment (PE) for The Plastic Pioneers Association Education Support, or simply “PPA Primary Endowment”.
2. The PPA Primary Endowment will strive to grow, through investments and donations, its balance by 2% per year, as determined on a July to July calendar year.
3. Growth above 2% will be available for scholarships and other education-related initiatives recommended by the Education Committee and approved by the BOG. Any growth above 2% and not budgeted by the Education Committee will be added to the “rainy day” virtual account. Any budgeted funds for the Education Committee not spent will also be added to the “rainy day” virtual account.
4. Based on the above criteria, in early August of each year the investment committee will recommend to the education committee regarding how much money will be available for “education-related activities” (e.g. scholarships, Plasti-van, plastics history, etc.) in the upcoming budget year.
5. Any new Endowment gifts over \$2,000 must be reviewed by the Investment Committee and recommended for acceptance to the PPA BOG. Unless the donor simply requests that the funds be added to the PPA Primary Endowment, such gifts need to be supported by a written agreement between the donor and PPA specifying how the gifted funds will be administered. Smaller gifts will normally be added directly to the PPA PE and managed with the rest of those funds, with an exception being that any donations received that specify PHAC activities as the intended use will be directed to the PHAC fund.

Treasurer Report (Jeff Mengel)

Jeff provided an update on the changes that have been made in the Financial Statement Structure. Donations are now separately accounted to ensure the funds are transferred at least annually. We also added combined funds showing all assets under PPA. It's helpful to see the activity of all the PPA. This should help with the annual tax preparation too.

Even though the PPA Operating Fund incurred a loss in 2018 due primarily to the high Meeting Planner expenses, Jeff believes the current dues structure is sufficient for the time being. We need to be conservative in budgeting our meetings. For the last few years the meetings have generated income due primarily to higher attendance than budget. For 2019 Fall Meeting, we budgeted the meeting fee to pay for 50% of the meeting planner expenses. The BoG should review whether this practice should be continued or to increase dues to pay for meeting planner activity in the future. Currently, dues are calculated on 140 members plus initiation fees.

The Treasurer will work with the Communication Committee to address whether we can use the website to collect dues, donations, and meeting registration. There are several services that can support our effort including Amazon, PayPal, Wells Fargo, and many others. Typically, the cost is 2.9% plus \$0.30 per transaction.

- We need to assess whether this will make for easier (greater?) donations, easier member renewals, and higher meeting attendance. There may also be some cost savings through lower postage and supplies.
- We also need to address whether the higher costs of this service will be borne by the PPA or added as a service charge to the members.
- The expansion of the website could include online scholarship applications and new member applications.

Jeff will conduct an internal control review to ensure all procedures and rules are consistent. This will include proper segregation of duties, proper reconciliation practices, proper adherence to charitable reporting, sales tax rules, solicitation laws, and trust documents, proper record

retention policies and electronic file management that support PPA committee and officer transitions, and documentation of our control procedures for future treasurer.

Details of the Treasurer’s Financial Report for 2019 YTD are shown below:

Committee Report Supporting Information

Funds available	Primary Endowment Fund					Combined
	Operating Fund	General Education	N Trust	S Trust	PHAC	
Balance 1-1-19						
Operating Fund	6,081.29	40,696.46	-	-	7,867.00	54,644.75
Primary Endowment	-	1,041,228.00	101,307.00	99,973.00	-	1,242,508.00
PHAC					62,087.80	62,087.80
Total Funds Available 1-1-19	6,081.29	1,081,924.46	101,307.00	99,973.00	69,954.80	1,359,240.55
Operating Activity - 8/31	5,929.68	(23,700.63)			-	(17,770.95)
Investing Activity - 8/31		125,742.00	13,027.00	12,854.00	196.79	151,819.79
Primary Endowment Activity		(18,000.00)	(6,000.00)	(6,000.00)		
PHAC Activity - 8/31					(10,080.00)	(10,080.00)
Total Activity - 8/31	5,929.68	84,041.37	7,027.00	6,854.00	(9,883.21)	93,968.84
Balance 8-31-19						
Operating Fund	12,010.97	16,995.83	-	-	7,867.00	36,873.80
Primary Endowment		1,148,970.00	108,334.00	106,827.00	-	1,364,131.00
PHAC					52,204.59	52,204.59
Total Funds Available 8-31-19	12,010.97	1,165,965.83	108,334.00	106,827.00	60,071.59	1,453,209.39



10/2/2019

6

Committee Reports:

Membership Committee (Paul Dumesnil)

Paul reported that we have added four new members (David Anzini, Brenda Clark, Joe Dooley, and Roger Klouda), and three (minus Joe) will be inducted at the Saturday dinner. Paul said that while we have kept up with attrition, we are currently at only 142 members.



We need to continue to focus on our member-get-a-member program. He set out a challenge to the organization to bring in 10 new members at the San Diego meeting.

The three initiatives are continuing:

1. Enhance communication about and understanding of PPA within the industry.
2. Updates the PPA Website have been made and help in recruiting
3. Sales tool kit - Copies of the electronic Application form, overview letter, and slides are available for use by any members to recruit new members.

Education Committee (Lance Neward)

The 2019 Scholarships from PPA were completed. 14 scholarships were awarded and the demographics are as follows:

- 8 men, 6 women
- 9 different schools
- 8 different states

For 2020 Scholarships, there were 17 potential scholarships to be awarded. Ten applicants were supported by PPA. Four of these scholarships are perpetually endowed, three are pledged scholarships, including a new one pledged by Clare Goldsberry for a five-year commitment. The committee is working on increasing applications. Ways that are being highlighted to drive applications are through social media, personal calls, and personal visits.

PPA support of key educational programs were presented. Polymer Ambassador program has been discontinued due to lack of long-term support from the Industrial partners, so PPA will not be funding this organization in the future. PPA will continue to support PlastiVan®. To-date, 988 students at 7 schools in 4 states (MI, SC, AL, MA) have been taught. PPA Member, Mark Wolverton, is now teaching for PV, and he provided a brief verbal update on the success and how he believes that the need will increase for more schools. It is a great way to build grass-roots support for Plastics and the sustainability options in the future.

The Education Committee supported Plastivan in 2019 with \$5,000 in the budget. The committee is requesting \$7,500 for 2020. As part of the Plastivan educational tools for students and teachers, PPA is also supporting Hands-On Plastics (HOP) Kits (shown below).

teachingplastics.org
FOUNDATION spe

HANDS-ON PLASTICS FROM THE SPE FOUNDATION
HOP KITS

HOP KITS
HANDS-ON PLASTICS FROM THE SPE FOUNDATION
Made possible in part by SPE Public Planners Association for grades 5-12

ACTIVITIES & VIDEOS THAT WILL KEEP YOU ENTERTAINED FOR HOURS

AGE APPROPRIATE LESSON PLANS TO EXPLORE THE CURIOUS WORLD OF PLASTICS

EVERYTHING YOU NEED TO COMPLETE INTERACTIVE, HANDS-ON EXPERIMENTS!
ADDITIONAL RESOURCES CAN BE FOUND ON TEACHINGPLASTICS.ORG

YOUR KIT INCLUDES

During the academic year 2019, 103 kits have been delivered. Lance and Mark believe even more of these will be needed in the future. PPA support for CY 2019 has been \$3000. The committee is requesting \$5,000 for 2020.

Fund Raising Sub-Committee (Stu Swain)

Stu Swain reported every member of the PPA should be congratulated on the incredible accomplishments made in the past several years, which include:

- \$3,000 endowments from W. Müller– 5-year commitment – expires in 2020. Tentative renewal based on economy not deteriorating.
- \$3,000 endowment from M. Holland – 5-year commitment. Ed Holland made a commitment to renew for 5 years, expiring in 2024
- \$3,000 endowment from Clare Goldsberry- 5-year commitment- expires in 2024

He indicated that reception sponsors help to defray the cost of the drinks and appetizers. Their donations effectively replace funds into the Education Fund. He is always looking for future sponsors, so please let him know you can help. For this meeting the Thursday reception was sponsored by Maureen Steinwall and Mike Lavelle, and Saturday’s reception was sponsored by H&H Business Development.

He noted that donation numbers have dropped off significantly, so we have lowered the Education Fund donation “suggested amount” on the dues sheet. This will hopefully drive donation numbers back up. Please consider what amount you can donate to the PPA Education Fund in 2020. His detailed report is shown below:

PPA Donation	2019 YTD Aug 26	2018	2017	2016
Gift Size				
\$10-\$49 <small>most from Amazon</small>	3	1	7	2
\$50-\$99	1	6	10	15
\$100-\$199	21	48	59	38
\$200-\$299	2	6	8	5
\$300-\$599	3	7	9	7
\$600-\$899	0	0	0	0
\$900-\$1,000	1	6	2	1
Over \$1,000 <small>Muller, M. Holland, A, Goldsberry</small>	3	5	4	2
\$100,000 <small>Beall, Neward, Swain</small>	0	0	0	3
Total No.	34	79	98	72
Total \$	\$11,209 (avg. \$329.00)	\$43,109 (avg. \$545)	\$24,758 (avg. \$252.00)	\$326,980 (avg. \$4,541)

PHAC (Glenn Beall)

Glenn provided a quick overview of his detailed 5-page report. The PHAC had an extended meeting on Friday morning which highlighted an antique roadshow item (Sleepy Cup from Cadbury). Courtney Asztalos, Syracuse University Plastics Collection Curator, gave a presentation about the collection. She has really grown in her role and has become a great

supporter of Plastics for the industry. She also introduced her new supervisor, Petrina Jackson, who attended the PPA meetings on Thursday and Friday.

Communication Committee (Wendy Hoenig)

Full integration of the past Publicity, Newsletter, and Website committees into the new Communication Committee was completed since the last meeting. Recent accomplishments include:

- Updated website to reflect current organization and priorities. This will be a “go-to” tool for information in the future for all members. A new version of Wordpress software was approved by BoG to refresh and provide additional functionality.
- Articles written and added to “Recent Meetings & News” page on website
- Member advocacy draft letter written for sending to legislators. This can be sent by individual members and is part of the Plastics sustainability and awareness campaign.
- Survey of members on Newsletter access; decision to provide online access and link to each Newsletter via email to all members (vs USPS), unless requested to have hard copy.

Pre-planning for NPE Booth is underway. The PPA Goals for the booth are:

- Communication about organization, Recruitment of new members, Recruitment of potential scholarship awardees, and Support of plastics sustainability messaging

The PPA booth at 2018 NPE was provided for free by PLASTICS, but the hallway location was not optimum area for foot traffic. We explored more visible location for 2021, but those would be quite costly and not be in a better location. The Committee has recommended that PPA use the free booth space in 2021 and spend the budget on “upgraded” graphics, displays, and additional chairs. The BoG approved \$2000 spending in 2020 and \$2000 in 2021 for a total of \$4000 for the event. We will need member volunteers to work booth as the time approaches in 2021. Media training will be required for all that want to assist in booth.

By-Laws Committee (Lance Neward for Gail Bristol)

Lance provided a brief update on the changes that were made to the By-Laws at the two recent BoG meetings.

Bylaws Changes made in July 2019:

Section 4. Standing Committees by Name

- Better defined Ad-Hoc Committees with words in [blue](#)
 - [Ad Hoc \(Special, Select\) Committees/Task Forces](#)
- Eliminated Newsletter, Publicity and Website Committees
- Established Communications Committee, which encompasses all three eliminated Committees

Section 4. Standing Committees by Name

[f. Communications Committee](#)

[This committee shall have responsibility for the preparation, publication, and promulgation of all communications relevant to the association’s members, to recipients of the association’s educational support activities and to the plastics industry as a whole. Communication shall include, but not be limited to, promotional publications, press releases, the production of the association’s newsletter and the development and maintenance of the association’s website. The Committee shall be comprised of at least](#)

three (3) but no more than six (6) members. Ideally, committee members should have experience in their specific area of responsibility.

Bylaws Changes made at this meeting:

Article III - Membership

Section 7. Election of Members

- a. Candidates for Regular Member, Honorary Member, and Distinguished Service Member, if any, shall be proposed by the Membership Committee to the Board of Governors for their review and vote.
- b. Election to the appropriate member grade shall be by a majority vote of the Board of Governors.
- c. Initiation Fees and Annual Dues shall be invoiced in accordance with Section 9 below.
- d. An applicant officially becomes a member upon election and payment of Initiation Fee and Dues.

Article III - Membership

Section 8. Attendance

a. Regular Members

~~To retain their membership in the Association,~~ A newly elected Regular Members must attend either the ~~Business Meeting at the~~ Annual Meeting or any regular meeting of Members called by the Board of Governors during the first year after their election to membership, ~~in order~~ to be formally introduced to the membership assembled, and to receive their Membership Certificates and lapel pins. For the purposes of this provision, the first year after election shall be the full calendar year following such election. ~~Failure to comply with this requirement may result in the necessity for the candidate to reapply for membership.~~

Article III - Membership

Section 8. Attendance

b. Applications Pending

Any person whose Application for Membership is under consideration by the Membership Committee, but not yet voted upon, may not attend any meeting of Members

Article III - Membership

Section 9. Initiation Fees, Annual Dues

- a. The amounts of Initiation Fees and Annual Dues shall be fixed by the Board of Governors.
- b. All new members shall be invoiced for the Initiation Fee immediately following their election.
- c. New members elected from January to June shall also be invoiced for full Annual Dues for the current year. New members elected from July to December shall be invoiced for half the Annual Dues for the current year.
- d. All members shall be sent an Annual Dues Invoices ~~s shall be sent~~ in the month of September. Members elected after the dues mailing shall receive both current year and coming year invoices. Invoices ~~and~~ shall be directed to the Member's primary address that appears in the current PPA Membership Roster. ~~of Members of the Association. or~~

In the case of new Members, ~~to~~ the mailing address listed on their Membership Application shall be used. ~~or to the~~ Any preferred address ~~any~~ a Member shall may have furnished in writing to the Secretary for such purpose shall be used.

- e. Initiation Fees and Annual Dues are payable within thirty (30) days of date of invoice.

Site Selection Committee (Maureen Steinwall)

Maureen highlighted the results from the membership survey that was conducted to find out desires for future meeting sites. The survey details are shown below:

- 51% participation by members (74 out of 143)
- What is most important to the respondents?
 - Ease to get to location
 - Nice weather
 - Hotel cost
 - Unique location
 - Host couple
 - Activities
 - Golf
- What other Things Should We Consider?
 - Activities
 - Diverse attendees: Less mobile can join
 - Any plastic related tours
 - Interesting things to see: A place you would go on vacation
 - Dining
 - Unique dining experiences
 - Dates
 - Co-locate with other plastic events
 - How do you determine dates?
 - Stay away from holidays
 - Hotel
 - Quality is important
 - Upscale
- Places That were given that the Committee will consider are shown below. If others have input on cities that should be on the list, please provide them to Maureen.
 - Arizona, Aruba, Asheville NC, Austin,
 - Bahamas, Bermuda, Biloxi, Boston,
 - Canada, Cape Cod (Plymouth), Charleston, Chicago, Cincinnati, Cleveland,
 - Destin FL, Detroit,
 - Flagstaff,
 - Galveston, Grand Rapids MI,
 - Hershey PA, Hilton Head, Howey in the Hills FL,
 - Kansas City, Key West,
 - Lake Tahoe, Las Vegas,
 - Maine, Midwest, Mobile AL, Montreal, Montana,
 - Naples, Nashville, New Hampshire, New Orleans, Newport RI, Niagara, Northeast (New England), NYC
 - Oklahoma City, Ontario, Orlando,
 - Palm Springs, Panama City Beach FL, Philadelphia, Phoenix, Ponte Vedra FL, Portland ME, Portland OR, Puerto Rico,
 - Quebec City,
 - San Antonio, San Diego, Safety Harbor, Savannah, Seattle, Syracuse,
 - Tampa, Traverse City MI, Tucson, Tahoe (Reno),

- Vancouver,
- Washington DC, Williamsburg

Maureen created the following zone analysis from the feedback. This will be used as a guide to balance the meeting sites over the coming years.

Where have we been last 8 years?



10/2/2019

Zone	Date	Location
1	Fall 2017	Salt Lake City, UT
2	Spring 2019	Sante Fe NM
3	Fall 2019	Minneapolis, MN
4	Spring 2015	San Antonio TX
4	Fall 2018	Louisville KY
5	Fall 2013	Syracuse NY
5	Fall 2014	York Harbor, ME
5	Fall 2015	Pittsburgh PA
5	Fall 2016	Arlington VA
6	Spring 2012	Orlando, FL
6	Fall 2012	Williamsburg VA
6	Spring 2013	Hilton Head Island SC
6	Spring 2014	Orlando, FL
6	Spring 2016	Safety Harbor, FL
6	Spring 2017	Charleston, SC
6	Spring 2018	St. Petersburg, FL



5

The coming meetings will be in the following locations:

- Spring 2020 – San Diego (Zone 2)
 - April 15-19, 2020
 - Tour being considered are: Hotel del Coronado Tour and USS Midway Tour
- Fall 2020 – Syracuse – (Zone 5)
 - Plastics Collection and Museum tour
- Spring 2021 – TBD (Zone 4)?
- Fall 2021 – TBD (Zone 1)?

New Business:

Wendy Hoenig provided a Mentoring proposal on behalf of Mark Bruner. The proposal from Mark is shown below:

- Concept: Plastics Pioneers Mentoring Program
 - “Honoring the Past...Ensuring the Future!”
 - Yes, PPA does a lot of good in supporting scholarships for those in a plastics curriculum, but what happens then? Are we ensuring the future?
 - Establish a program to mentor younger Plastics Industry employees including those receiving scholarships from PPA.
 - Create a diverse team of PPA members who are willing to share experiences, give tips to those employed in various careers in the plastics industry, and make themselves available as coaches when needed. Suggest no more than 8-12 PPA members on this team with a solid diverse makeup.

- Follow up with scholarship winners after graduation to help them on their way in their careers. It shows that we are not just a source of \$, but really do care about their success.
- Promote this Mentoring Program at various trade shows and conferences as part of the promotion of PPA in general. Publicize the program in trade magazines, etc.
- Monitor the use of the program via documentation of contacts such as phone calls or consultations. Use this data for future decisions as to funding and promotion of the Program. Maybe find a few cases that we could use as examples of success and capture quotes from those mentored.
- Gauge long term efforts based on successes.

The BoG approved this proposal and has asked Mark to lead a sub-committee to put the details together on how the program could work for PPA. He will provide an update in San Diego.

Guest Speakers:

1. Craig Porter, PlastiCert, Inc. – Where Will the Workers Come from? Key points of his presentation included:
 - Create internal growth options to expand opportunities within your company
 - “Steal” top talent from other companies and provide growth for them
 - More and more difficult to recruit, so HR must become more strategic in their efforts. They must be pro-active and use new tools available to them. This also means your company must have a “good name” and reputation in the industry
 - Veterans are a great source of talent and proven leadership experience. You must sometime “drill down” into their resumes to see how it fits within your company or you might miss their skills by just reading the resumes literally. Must explore how the military terms translate into civilian job experience.
 - Past offenders are a potential resource; vetting is required and more management
 - Legal Immigrants are also a rich source of opportunities for new employees. America and MN was founded on this strength, and we need them to succeed in future.
 - Students and interns are a great source of future employees too. Start in grade school, have them visit in junior high, and then provide internships in college or trade schools.
 - Infrastructure in the community is also critical to have people want to work for your company. Daycare access, transportation, and housing are all critical for the community.

2. Daniel K. Reinecke, Bekum America Corp., Growing Your Own – Through Apprenticeships
 - Bekum has 134 people and started 1979. Blowmolding equipment producer
 - Skilled craftsmen are limited and on the decline. Bekum started a program to grow qualified future crafts people through work / study program
 - National Apprenticeships:
 - Ages 18-24
 - Apprentice programs offer employment and a combination of on-the-job training and related technical and theoretical instruction through a training provider. AKA “**DUAL TRAINING**”
 - The duration of training, and the skills and competencies required for mastery, are driven by each industry.

- "Dual training" captures the idea at the heart of every apprenticeship:
 - Trainees split their days between classroom instruction at a vocational school and on-the-job time at a company.
 - The theory they learn in class is reinforced by the practice at work.
 - They also learn work habits and responsibility and, if all goes well, absorb the culture of the company.
 - Certifications earned through Registered Apprenticeship programs are recognized nationwide as portable industry credentials.
- Bekum Apprenticeship specifics:
 - Why did Bekum begin an apprentice training program?
 - Back in 1995, Martin Stark with Bekum decided to start an apprentice program to offset the imbalance of an aging workforce and a lack of local quality skilled manufacturing tradesmen.
 - To get the best skilled individuals for BEKUM's required trades, we must "GROW OUR OWN".
 - This gave us an opportunity to fill positions with limited skilled individuals and train them about BEKUM'S products and procedures, while giving the apprentices the opportunity to grow and become proficient in their chosen technical field.
 - The focus is to recruit High School juniors and seniors interested in manufacturing skilled trades.
 - This program is registered with the US Department of Labor (US DOL), and upon successful completion, a journeymen's certificate is issued.
 - The main courses of study are:
 - Electrical
 - Mechanical Assembly
 - Machinist
 - Fabricator
 - Mechatronics
 - BEKUM has graduated 21 journeymen since 2000, 15 who are still employed
 - BEKUM currently has 17 registered apprentices
 - 24 percent of BEKUM'S manufacturing workforce are graduate and current apprentices
 - The program is based on a structured 8000 hours on-the-job training, working closely with experienced journeymen.
 - While attending Lansing Community College in the evening, approximately 60 credits (576 credit hours) are to be earned over 4-years.
 - During the apprenticeship program, weekly reports are to be written regarding projects/work accomplished, what was learned, and how the apprentice was challenged.
 - A committee review happens monthly with the apprentice. Questions and/or concerns are addressed with the apprentice. This is also the time to review the college schedule and how classes are progressing.
 - Apprentices receive a formal review @ every 1000-hour milestone; increased compensation is based on satisfactory progression.
 - A required 3.0 or greater GPA per class MUST be maintained.
 - Apprentices who fall below the mark or are not progressing are penalized.
- Daniel full slides can be made available via email upon request to Wendy Hoenig.

Adjournment:

The meeting adjourned at 10:45 am.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Wendy Hoenig".

Wendy Hoenig