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MEMORANDUM

TO: Board of Commissioners
FROM: Sarah Reeves
DATE: August 21, 2019
RE: Executive Director Update

Executive Director Updates will consist of the Past, Present, and Future. The Past reviews recent items on which, at a previous Board meeting, a member has requested additional information, or items needing closure. The Present reviews pertinent activities from the month preceding the current Board meeting. The Future alerts Commissioners to upcoming activities, reports, or deadlines in which the Board may be interested or need to be made aware.

PAST

- Penley Danles came on board as CSWD’s Director of Finance on July 1. Penley’s most recent work experience was with Vermont Teddy Bear, where his duties included developing the annual budget with other managers, developing a database to analyze and report on VT Teddy Bear’s new business relationship with Amazon, analyzing the company’s KPIs, business operations and associated metrics, and assisting in implementing the company’s new accounting software. We’re delighted that he’s joined the CSWD team-Welcome Penley!

PRESENT

- An announcement will be made in the next two weeks regarding the Director of Operation position. We’ve made an offer and are finalizing details.
- The Executive Board awarded authorized a contract award for the next phase of project design and analysis for the Organics Diversion Facility. Work on this phase (a portion of which will be reimbursed by the state grant we received in April) will begin September 3. Construction estimates will be brought to the Board no later than January 2020.

FUTURE

- Business Travel: September 16-20, Hartsville, SC (Sonoco) and Troy, AL (KW Plastics); October 15-17, Cleveland, OH (Municipal Waste Managers Association Fall Summit); October 29-30, Providence, RI (Northeast Recycling Council Fall Conference).