

River's Edge Condominium Association No. 1

Charter for the Recycling Committee

Approved: November 17, 2022

This charter defines the purpose, authority, responsibilities, and membership for the River's Edge Condominium Association No. 1 ("Association") Recycling Committee. The charter also conveys the commitment and implied support by members of the Association and its Board of Directors and may be reviewed and revised as deemed necessary by the current members of the Board.

I. Purpose

The Recycling shall assist the Board in fulfilling its responsibilities related to issues of recycling consistent with the Board's goals and objectives. The Recycling Committee shall perform duties and make recommendations to the Board as noted in Section IV, Roles & Responsibilities.

II. Scope of Authority

Ultimate authority for this committee lies with the Association's current Board of Directors. The committee has no expressed or implied power or authority and cannot make expenditures or decisions without the approval of the Board.

The committee will be active for one year from the date of this charter, approved for renewal on an annual basis by the Board when services are deemed necessary and valuable to the Association.

III. Membership

The Board will appoint a current member of the Board of Directors as committee chair and one other co-chair. The committee shall strive to have a minimum of five members with one representative from each of the Association's five buildings.

Committee members commit to serving for one year and meeting twice per year or more often if deemed necessary by the Board and/or Committee Chair.

Members must be current and continuing owners in good standing, i.e., assessments current, no outstanding assessments or fines or non-compliance with current Rules and Regulations and maintain respectful interactions in the Association. Committee members must agree to abide by the attached Code of Ethics and keep personal contact information of other members private and confidential. Committee work is closed to the public.

The Board may fill vacancies or remove a member from the committee at any time.

IV. Roles & Responsibilities

- Educate residents in their respective buildings on the importance of recycling.
- Increase residents understanding of what is and what is not recyclable at River's Edge to reduce contamination of the recycling bins at River's Edge.
- Utilize a variety of communication tools to educate residents about recycling including the Association newsletter, bulletin board notices, holiday recycling reminder e-blasts and when necessary, alerts.
- Promote community shredding and electronic recycling events and consider intermittent scheduling of dumpsters for owners to dispose of large items they no longer want.
- Engage with the Welcome Committee members on how important they are to educating new owners/renters about the rules and regulations regarding recycling and trash and the substantial burdens on the trash and recycling systems created by move-ins and move-outs.
- Monitor recycling and remove non-recyclable materials when possible. Report violations to NS if the violation is noteworthy and the offender is known.
- Report large items left in the garage to NS in order that they may be disposed and report if known, the responsible party.
- Frequently remove the recyclable bulbs and batteries that contain heavy metals (typically Ni-CAD, lithium, and rechargeable types) deposited in the white bins and take them to establishments that recycle them.
- Remove alkaline batteries put in the bins and put them in the trash in accordance with City of Chicago Hazardous Waste recommendations.
- Review from time to time the Association documents and signage related to recycling and disposal resources and see to it they are updated as required.
- Provide an activity report/summary at each open Board meeting during the Committee Reports.

V. Meetings

A majority of the committee members shall constitute a quorum. The committee chair will keep a record of meetings and inform the President of the Board about any important issues. The chair may invite any director, officer, staff member, expert or other advisor who is not a member of the committee to attend, but these individuals have no voting power. The committee will meet at least twice per year to fulfill its responsibilities.