

SPC Executive Committee Overview

August 2017

The Role of the Executive Committee

The SPC Executive Committee (the “EC”) is an advisory committee to GreenBlue which works closely with GreenBlue’s Executive Director (the “Executive Director”) and SPC staff through regular meetings and other communication. The EC’s role is to provide advice, act as ambassadors for SPC/GreenBlue, and make recommendations on issues related to the SPC, including its goals, strategies, and projects.

The EC’s size, structure, composition and policies are approved by GreenBlue’s Board of Directors (the “Board”). Membership on the EC generally consists of four types of positions:

- SPC members elected by member companies
- Board representative(s)
- GreenBlue’s Executive Director
- Other seats recommended by the Executive Director and approved by the Board.

The EC serves three primary roles:

1. Providing strategic guidance to GreenBlue on SPC activities
2. Serving as ambassadors of the SPC and assisting with outreach, member recruitment and organizational growth
3. Providing perspective and expertise on industry trends and issues related to packaging sustainability

Membership

The Executive Committee is made up of eleven members. Nine representatives are elected from the SPC membership. There are also two standing members: the Executive Director and one representative from the Board. One EC member selected by the Board will be invited to attend Board meetings during their term of office to support communication. The EC delegate to the board will have full voting privileges on the Board for the duration of their term on the EC.

To ensure equitable representation of the supply chain on the Executive Committee, SPC policy requires a representation of:

- A minimum of two material manufacturers;
- A minimum of two converters; and
- A minimum of two brand owners.

Additionally, the Executive Director may invite a non-elected individual to participate as a nonvoting member in its meetings for the purpose of representing an important segment or for providing particular expertise, as deemed important by the membership. An individual may be asked to participate as an ex officio member for up to one year at a time. An ex officio member may serve in this capacity for consecutive years.

Term Length

Elected members serve three-year terms. Three elected positions open each year. Representatives to the EC are limited to one term. EC members serving regular terms are required to step off the EC for at least one year before running again. If an EC member does not complete her/his term due to resignation or retirement, the position will be filled at the next election for the remainder of such member's term. Any person elected to fill a partial term will remain eligible to run again immediately for a full three-year term with no waiting period required.

Participation Requirements

Members of the EC are expected to participate in at least 50% of EC meetings on an annual basis. Meetings will be held on an as-needed basis, typically monthly. If necessary, EC members can be removed for any reason by a 2/3 vote of the EC. Grounds for removal include but are not limited to 1) failure to participate in at least 50% of the meetings, for whatever reason; 2) violating the terms of membership set forth in the Membership Guidelines or any SPC policy; or 3) other reasons identified as violating the rules of the SPC. The vote to remove will also record the reason(s) for removal.

Executive Committee Election Procedure

If an EC member leaves a member company or organization, his or her position on the EC shall terminate and his/her company or organization does not have the right to appoint a replacement. If the company or organization which an EC member represents or is employed by ceases to be an SPC member, such EC member's term on the EC shall also automatically terminate. If an EC member leaves his or her company or organization for a position at another company or organization, he or she may choose to fulfill the rest of the elected term as long as his or her new company or organization is an SPC member in good standing. Should such new company or organization's supply chain position result in a lack of required minimum supply chain representation on the EC, this will be corrected in the next EC election by electing new members to fulfill the minimum representation requirements.

Elections to the SPC will be conducted as follows under the supervision of the Executive Director:

- Regular annual elections will be held in the fall, typically at SPC Advance.
- If deemed necessary by GreenBlue, a special election can be called to fill EC vacancies.
- GreenBlue will open nominations to the SPC members for at least one week.
- GreenBlue will verify all nominees' willingness to be considered and ask them to submit a photograph, a short biography, and the answers to these questions: Why do you want to serve? What can you contribute?
- GreenBlue will indicate if filling a supply chain position is a requirement in the current election.
- GreenBlue will present the candidates to the SPC membership via e-mail, including biographies, in alphabetical order. GreenBlue will establish a deadline for voting that is not less than two weeks after the date of this e-mail. The electronic ballot will be sent to each company's primary SPC contact; the secondary contact will be copied.
- Each SPC member company has one vote for each open position. For example, in the case of a normal election for three representatives, each member company would vote for three different people.
- GreenBlue will tally the votes and report back to the SPC membership on the results.