

**Circular Action Alliance**  
**Colorado Board Meeting Minutes**

**Meeting #14 – February 23, 2024 (2:00 – 3:00 pm MT / 4:00 – 5:00 pm ET)**

| Item | Substance  | Action  |
|------|--|---|
| 1.   | Call to Order  | N. Menezes called the special meeting to order at 2:03 p.m. MT.   |
| 2.   | Antitrust Admonishment                                 | An antitrust compliance reminder was provided by legal counsel.   |
| 3.   | Needs Assessment Updates<br><i>Discussion</i>          | Colorado Board members extensively discussed the revisions requested by the Colorado Department of Public Health & Environment (CDPHE) to the draft Needs Assessment Report. P. Hargreave informed Colorado Board members about feedback shared with CDPHE about their request. The Board instructed the Project Team to transmit a letter to CDPHE in response to the requested changes and requested another opportunity to review and finalize the letter and amended sections prior to sending to CDPHE.<br><br><i>Attendance Note:</i><br><i>M. Marchun left the meeting at 2:35 p.m. MT</i> |
| 4.   | Other Business<br><i>Inform and Discussion</i>         | Board members were reminded to complete the Acknowledgement of CAA's Confidentiality Policy and the sensitivity of protecting information about applicants for the Colorado Executive Director position. Comments about the Confidentiality Policy were briefly received, and members were invited to share comments with legal counsel.  |
| 5.   | Executive Session and Adjournment<br><i>Discussion</i> | The Board entered into executive session at 3:13 pm MT to discuss government affairs strategy. No actions were taken in executive session. No further business was discussed. The meeting and executive session adjourned at 3:30pm MT.   |

**Attendees:**

| <b>Voting Members</b>    |                               |                                 |   |
|--------------------------|-------------------------------|---------------------------------|---|
| General Mills            | Neil Menezes                  | Voting Member                   | Y |
| Mars, Incorporated       | Eadaoin Quinn                 | Voting Member                   | Y |
| Clorox                   | Melissa Craig                 | Voting Member                   | Y |
| PepsiCo                  | Andy Wright                   | Voting Member                   | Y |
| Swire                    | Mike Bernier                  | Voting Member                   | Y |
| Walmart                  | Alex Schenck                  | Voting Member                   | Y |
| <b>Nonvoting Members</b> |                               |                                 |   |
| Mary Marchun             | Colorado Beverage Association | Nonvoting Member                | Y |
| John Hewitt              | Consumer Brands Association   | Nonvoting Member                | N |
| <b>Project Team</b>      |                               |                                 |   |
| Shane Buckingham         | Project Team                  | EPR Program Planning Lead       | Y |
| Peter Hargreave          | Project Team                  | Colorado Program Manager        | Y |
| Sue Towle                | Project Team                  | Board and Project Administrator | Y |
| <b>Legal Counsel</b>     |                               |                                 |   |
| Andrew Steinberg         | Venable LLP                   | Legal Counsel                   | Y |

**Antitrust Compliance**

Circular Action Alliance is subject to federal, state, and international antitrust/competition laws and has a policy of strict compliance with these laws, without exception.

These antitrust laws prohibit competitors from engaging in actions that could result in an unreasonable restraint of trade.

Consequently, competitors must avoid discussing certain topics when they are together, meeting virtually, or at any other time: prices, fees, rates, profit margins, discounts, promotions, rebates, or other terms or conditions of sale; pricing strategies, methods, trends, plans, or timing of price changes; salaries, costs, and other factors that affect pricing; the hiring or recruitment of other members' employees; allocation of markets or customers or division of

territories; topics that may lead participants to not deal with or to boycott a particular supplier, customer, or third party; reductions of output; bid-rigging; or any other anti-competitive topics or actions.

Failure to comply with these antitrust laws will not be tolerated in any manner.