**Campus Sustainability Fund**

**Committee Meeting Agenda**

**November 30, 2015 – 4:30 to 5:30 PM – *Gerberding B36***

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| **Attendees** |
| **CSF Committee: Keanu, Sierramatice, Carolyn, Brian, Maika, Lauren, Colin, Molly (via phone)** |
| **Absent:** |
| **Guests:** Jim, Torren, Lyndsey |

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| **Agenda** |  |  |
| **Time** | **Item** | **Presenter** |
| 2 min | Approve 11/23/15 Minutes and 11/30/15 Agenda | Colin |
| 18 min | Review/discuss CSF goals & committee tasks | Committee |
| 10 min | Jim Angelosante to speak on Facilities considerations | Jim Angelosante |
| 5 min | Vote on the Pollinator Habitat Proposal | Colin |
| 15 min | Budget overview and FY16 proposal | Colin/Molly |
| 7 min | Check in with Project Adoption updates | Committee |
| 1 min | LOIs due Friday, Dec. 4: Get the word out! | Colin |
| 2 min | Reminders, Wrap up, and Adjourn | Colin |

– COMMENCE MEETING –

**Motion:** Approve 11/23/15 Minutes – APPROVED

**Motion:** Approve 11/30/15 Agenda – APPROVED

*Review/discuss CSF goals & committee tasks - Committee*

* Added looking into return on investment
* Underrepresented groups: BSU, OMAD/ECC, GOMAP, underclassmen, majors/departments
  + Get involved in events
  + Reach out to them personally - feel free to do it on your own but keep everyone in the loop
  + reach out to department advisors
* Added metrics about which departments applicants are from
  + Google form with project proposal (or LOI) requirement idea
* Look into other organizations similar to the CSF
* External partnerships
* Capstone/Senior Project outreach

*Facilities considerations - Jim Angelosante*

* Different from capital projects

- they build major construction

* Facilities services maintains structures
* Possible projects: bike paths, biofuel
* Engineering dept.

- utilities (lighting)

- solar power

* waste management

- compost

* Focus on design
* They look at how sustainable a project is (will it last?)
* Facilities point of contact has to sign off on projects
* Projects go through Norm Menter
* If they don’t support the project, it can go through a review process
* Can volunteer hours be used in the maintenance process (if construction related)?

- No

* Outsiders can donate labor but people from the inside cannot
* Capital projects: over $90,000
* Facilities services is like an overarching umbrella
* Best practices: What happens afterwards? What happens if they need more money? What happens if it needs to be removed?
* Construction department takes care of permitting
* Facilities works with projects on full proposals after LOIs, along with approval

*Vote on the Pollinator Habitat Proposal - Colin*

* Changes made it more sustainable
* Will not need money for construction
* Large changes from original proposal
* We want to see a revised budget
* Positive project

Motion: Table to approve until new budget is reviewed - APPROVED

*Budget overview and FY16 proposal - Colin/Molly*

* Operations - Molly, Veronica, and other fees
* Outreach and Events
* Projects
* Large projects - for projects $90,000 and over
* Contingency - case by case basis; projects can budget a contingency fund
  + Can advise projects to add a contingency fund to their proposal
* Returned awards
* Total budget: $380,000
* Small projects (<1,000) come out of main projects budget

*Check in with project adoptions - Committee*

* Hydrapower with Kurt (from Keanu)
  + in research and development phase - behind schedule
  + made edits to project - waiting for the updates
    - needs committee approval if changes are significant

*LOIs due Friday Dec. 4th - Colin*

* Get the word out!
* Office hours this week in Suzzallo

*Reminders, wrap up - Colin*

* Brian might not be here next week
* How to access LOIs - via email
* Some sort of spreadsheet to see how everyone feels about projects before the meeting
* Tent City 3 seeking endorsement from the CSF
  + add to the agenda next week
* Husky Green Coalition
  + meeting tomorrow night (Dec. 1) from 6-8pm in HUB 337

*Motion:* Adjourn meeting - APPROVED

– ADJOURN MEETING –