**Campus Sustainability Fund**

**Committee Meeting Agenda**

**November 3, 2016 – 2:30-3:30 PM, LOCATION: Gerberding B-26**

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| **Attendees** |
| **CSF Committee:** Maika, Sie-ce, Molly, Lauren, Naveen, Amira |
| **Absent:** Ian |
| **Guests:** Sean, Kyle, Veronica, Claudia |

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| **Agenda** |  |  |
| **Time** | **Item** | **Presenter** |
| 15 min | Introductions | Committee, Ex-Officios, Guests |
| 10 min | Review [Bylaws](https://csf.uw.edu/bylaws) Article 1 & 2  •Committee Member Duties  •Chair and Vice Chair Duties | Kyle |
| 5 min | Discuss scheduling for weekly meetings |  |
| 15 min | Determine [due dates](https://csf.uw.edu/how-apply/deadlines) for Fall LOI’s and Final Proposals | Kyle |
| 5 min | Chair, and Vice Chair Nomination and Vote | Kyle |
| 5 min | Review/Vote on UW Farm Apiary Mini-Grant | Kyle |
| 5 min | Questions, Comments, Discuss Items for Next Week | Kyle |

– COMMENCE MEETING –

**Motion:** Approve 11/3/16 Agenda- APPROVED

Introductions of all committee and staff members

Kyle asks committee members to read bylaws aloud:

* 1. Powers and Voting
  2. Member Number and Representation
  3. Duties of the Campus Sustainability Fund Committee
  4. Officers

Quarterly meeting time is agreed upon to be Thursdays from 2:30-3:30.

Retreat is agreed upon for Thursday, November 17th from 6-9pm

Red C, Allen South (Veronica will make reservation)

Letter of Intent Fall Deadline

**Motion:** Approve LOI deadline for Monday, November 28th at midnight and Final Proposal deadline for Thursday, January 26th at midnight. – APPROVED

Extensive discussion of the role of Chair and Vice Chair

Maika nominates Lauren for Chair and Sie-cie for Vice Chair

Sie-ce accepts nomination

Lauren declines nomination

Lauren nominates Maika for Chair

Maika accepts nomination

Discussion points:

Could the note taking role be rotated to different committee members? Yes, if bylaws are changed.

Could there be co-chairs? Yes, if bylaws are changed. May be more complicated with accountability.

The rest of the committee will work to support the greater amount of work carried by Chair and Vice Chair.

**Motion:** Approve Sie-ce as Vice Chair - APPROVED

**Motion:** Approve Maika as Committee Chair - APPROVED

**Motion:** Extend meeting time by 5 minutes - APPROVED

Discussion of the apiary project. Kyle gives background of the LOI.

Discussion points:

Reoccurring from last year: Is the UW Farm reaching a limit on number of project from CSF? Never incorporated into bylaws. Sentiment not felt now.

UW Farm has great reputation for implementing innovation, sustainability projects.

Project seems highly feasible given integration with professor and UW Farm.

Likely this project could get maintenance funding from another source.

**Motion:** Approve the UW Farm Apiary Mini-Grant – APPROVED

Looking to the next meeting: discussion of budgeting, more background on CSF

**Motion:** Adjournment - APPROVED