Campus Sustainability Fund
Committee Retreat

June 10, 2014 – 3:00pm – Gerberding Hall 142

1) Approve 6/2/2014 Minutes—**APPROVED**
2) Graham and An's Summer Work Plan/List
   a) I don't feel like typing everything out [2 pages of combined highlights!]…so if you have questions please ask a committee member and they can forward it to you! It is a darn good list, and the CSF will be so much better for it next year!!
   b) Interim Advisory committee can help with some of the brainstorming ideas! Yay! ☺
   c) Deliverables that need to have a vote—**APPROVED**:
      i) Review list with Interim Advisory Committee [specifically about brainstorms]
      ii) Monthly update with Interim Advisory Committee on how things are going
      iii) To add to the online application before the end of October [Shouldn't take that long, we have a new guy to do it! An has talked with him briefly, so website is on his radar]:
         (1) "How would you prioritize individual project components if presented with a smaller budget? Please be as specific as you can."
         (2) "How will long term management and maintenance be funded and conducted? Please be specific as you can."
   d) Motion to approve extra summer hours for the Coordinator and Outreach Coordinator— **APPROVED**
3) Presentation from Kincaid Ravine (3:15-3:30)
   a) After took out non-native species, covered to protect soil
      i) 30 bales woodstraw
      ii) 46 cubic yards of mulch
      iii) [WOW IT LOOKS SO DIFFERENT!!! THERE IS SO MUCH SPACE NOW!!!! So much positive feedback from Burke-Gilman Trail users during work parties.]
   b) 8 volunteer days, 16 EarthCorp days
      i) Involved 196 students and community members in restoration efforts
      ii) Removal of multiple homeless encampments and 5 truckloads of garbage (sad there was that much...)
   c) Some numbers:
      i) 42 cubic yards of green waste removed from project site
      ii) 908 invasive trees treated [herbicide injected into tree], through all 4 acres, took 1.5 days
      iii) 2490 native plants installed
      iv) Increased project diversity!!
   d) Want to push volunteer work
      i) However, when consider erosion, encampments, trash, really need a technical group; unsafe to have volunteers
      ii) Need EarthCorp crew, project management expertise to continue. This area needs it!

e) EarthCorp has applied for grant; if they get it, will be in addition to money we have funded
   i) Though project leads have also been looking into other ways to get more money
      (1) Don't want to keep coming back
      (2) In future want to put in educational signage, trail
f) If CSF cannot fund full amount, number of crew days would be reduced
   i) 19 crew days is the minimum
   ii) To maintain area already cleared, and to push back the steeper slopes, wetland areas, etc. [the areas that more knowledge is needed to complete]
g) In past, had budgeted for 2 years of maintenance, but pulled this time to phase 1 due to the amount of furniture, needles, etc.
   i) But only left with 5 EarthCorp days, 6 volunteer work days
h) Next CSF round is not til next year….purpose of asking now is asking for time. Ie canary grass, if can put 19 crew days to plants right now, that is worth 50 crew days in spring
   i) Better to attack problems now, then few months down the road when everything has grown and sent out their seeds

4) Discuss the Kincaid Ravine funding ask
   a) Motion to approve contingency funding—**APPROVED**

5) Discuss Plan for Leftover CSF Funds
   a) Put into Large projects—APPROVED
      i) Because have only gotten 1 or 2 small project asks, so don't see a need
      ii) If find we have a larger ask for small projects, then can change
   b) Put "in" small projects
      i) Aka cap small projects at a higher amount

6) Discuss the Role of the "Interim Advisory Committee"
   a) No power of funding; but we don't want to overstep boundaries and power
      i) Leaning toward idea of Interim Advisory Committee acting as an advisory capacity
   b) Vote on Appointments for our Summer 2014 Interim Advisory Committee
      i) Teos, Chris, Elizabeth, Kayla, Erin, Natalie
   c) Vote on Bylaw Language for Interim Advisory Committee
      i) Thank you Graham and Elizabeth for coming up with language!
      ii) Right now keeping out the "individual authorizing bodies' approval," with the idea that we will ask to confirm if it is okay
         (1) They might think it is a year-long thing anyway
         (2) Not doing anything out of legal bounds, as far as we know, but that would be good to hear their opinion
      iii) What about during winter break?
         (1) Probably not necessary, we are a well-oiled machine and less projects are happening then
         (2) During time where they prepare their projects for approval
         (3) So we should be okay!
      iv) Once new committee is appointed, Interim Advisory committee is gone!
      v) No voting on official business
         (1) Which includes funding, bylaws, etc.
      vi) Since we are not voting at all, should be okay that graduated people are able to be in the Interim **Advisory** Committee

       vii) Will not put in a specific number of necessary committee members, due to no voting that will happen

         (1) This could change in the future, maybe summer funding cycles, votes, but the future CSF committees can change the bylaws as they see fit

       viii)   Approved all new bylaw changes!

7) Discuss Follow-Up for Ideas from 5-Year Celebration
   a) Will talk with the Arthur W. Buerk Center for Entrepreneurship
   b) Do any of these seem pressing?
      i) Reads like Greek…maybe **talk about this in detail at the next IAC meeting**?
         (1) BE PREPAAAAAAARED
      ii) Workshops? Talk to more engineering/business classes?
         (1) Look at HSS model
         (2) To brainstorm more later!

8) Brief Update on SAF Award
   a) We are getting $370,000 for next year! The highest amount of money that we ever had!!!!

9) Review of Graham's Process/Operations Improvements Feedback
   a) Meet with committee members, one-on-one, one time per quarter to discuss concerns and increase value of CSF to member; vice versa
      i) Worry that less attendance this year as compared to last year; even missing people during mandatory meetings. Perfect!
   b) Weekly "minutes" of the week's office activity from CSF Staff to committee. Builds greater oversight and accountability
      i) Everyone could help each other more
   c) Want to hear thoughts of Graham (and An!) more!!! Duly noted he says ☺
      i) Some have asked, but sometimes he does have to bite his tongue due to conflict of interest. So this is good!
      ii) Will make clear to next year's committee, he is happy to give input, but doesn't want to step on committee's toes
      iii) Will have right tabs, documents, emails lined up to reference during meetings to make things more efficient

10) Discuss Question of How Many Times is Too Many to Fund a Project or Project Team
    a) Informed by our rejection of UW Farm's LOI in the second funding cycle
    b) Don't want to fund a group too often, but if they are efficient, what can we do?
       i) Case-by-case basis
    c) If we say we will only fund two times, they will expect that they can
       i) Might not necessarily have to say, by how new and innovative the project is
       ii) Restoration projects will be a huge thing for sure, due to different groups asking for money (ie not connected groups) for different areas
          (1) What area NEEDS it?
    d) Can have one keystone person, or have different people for the same group working on these things
    e) Maybe highlight somewhere on the website (for those who are applying) that we give priority to new, innovative projects
       i) Groups should understand they won't give priority if they are asking for money again for the same project
       ii) But would be better to make language clear somehow?

  iii) However, depends on what students see as a need.
    (1) Ie could have two restoration projects, but because they are in different locations, and both need it, could be good/okay to fund both
 f) How to let future committees know?
  i) During the orientation meeting (the first one), talk about it
    (1) But don't want to put a red mark on certain groups, because future projects could be "good"
  ii) On website, Coordinator and Outreach Coordinator are in charge of "Past Submission Notes" where it is told if they submitted previous LOIs, proposals, etc.
    (1) But committee member might make a decision based on that. Will try to give context, instead of cryptic 5 word phrases
    (2) Good for *context*
  iii) Coordinator/Outreach Coordinator should know a bit more about past projects and thus who applied. Maybe in a binder to future them, make sure to mention something about this, so they can always be the one to know about it
  iv) We have a googledoc titled CSF Project Status Tracker—good to have, but difficult to navigate
    (1) If an individual doesn't take the time to look it up, won't really look up anything else per se…
    (2) Might be necessary to make this document more complex in the future
    (3) Each main project title is on the same line, not each individual thing we funded
  v) Maybe intern for history of CSF? Portfolio review?
    (1) Examination of what areas, groups represented, how funded
    (2) Maybe in tandem with the CSF intern review? –but a lot to do, since they have a certain amount of time funded to work
    (3) Maybe better way to organize information?
      (a) Teos has time this summer and if it is just putting it in a list format she can…keep her posted!
  vi) Not necessarily make a requirement to know all we have funded, but sort of understand it
    (1) Crash course in our first meeting?
    (2) Read website before the first meeting?
    (3) An's ppt was helpful!!
  vii) SOME sort of institutional knowledge in an orientation/retreat setting
    (1) Too much for a formal meeting
    (2) Better in informal setting (coffee shop, smores)
      (a) JEOPARDY!
  viii) "If you don't know history, you are doomed to repeat it."
  ix) No definitive consensus
11) Celebrate! [ish…everyone had to go…]
 ~Adjourn 5:19 PM~
 Thanks everyone for a fantastic year!! Can't wait to see what happens in the near future!!
 Teos will still be around so if you need help…she's here!!! <3