**Campus Sustainability Fund**

**Committee Meeting Agenda**

**January 14, 2016 – 4:30 to 5:30 PM – *Gerberding B36***

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| **Attendees** |
| **CSF Committee: Sierramatice, Carolyn, Keanu, Colin, Maika** |
| **Absent: Brian, Lauren** |
| **Guests:** Veronica, Molly, Claudia, Jim |

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| **Agenda** |  |  |
| **Time** | **Item** | **Presenter** |
| 5 min | Approve 12/14/15 MinutesApprove 1/14/16 Agenda | Colin |
| 5 min | Establish LOI & Proposal deadlines for Funding Cycle 2  | Molly |
| 10 min | Planning class, RSO and faculty visits | Committee |
| 5 min | Green Husky Coalition and campus partners | Colin |
| 5 min | SAF award update and timeline | Molly & Colin |
| 10 min | Subcommittee check-in and meeting plans | Committee |
| 5 min | Discuss incentive for timely project launch (bylaw change?) | Molly |
| 5 min | Updates from Biodiesel, UW Compost, and Wood Salvage | Maika |
| 5 min | Additional project adoption updates | Committee |
| 5 min | Reminders, Wrap up, and Adjourn  | Colin |

– COMMENCE MEETING –

**Motion:** Approve 12/14/15 Minutes – APPROVED

**Motion:** Approve 1/14/16 Agenda – APPROVED

LOI & proposal deadlines for funding cycle 2 -

* LOIs - 3/4/2016
* Full proposals - 4/22/2016

Motion: Approve deadlines for funding cycle 2 - APPROVED

Planning class, RSO and faculty visits -

* Reaching out to class visits, capstone advisors
* Everyone do one class visit from the referral list (sent out by Veronica via email)
	+ this list is just referrals, not necessarily classes that are already interested
* Poster hang-ups
	+ poster campaign
	+ can come by the office and pick them up when they are ready
* project ‘adoption’ check ins
	+ ask for photos - for outreach

Green Husky Coalition and campus partners -

* trying to construct more organization
	+ each organization will have a voting representative
* they meet bi-weekly Thursdays 6-7PM in HUB 307
* continue to make connections on campus with other organizations

SAF award update and timeline -

* submitted orientation document last week
	+ went well
	+ outlined goals
	+ located in the google drive
* Feb. 24th - budget document
	+ how funds are spent
	+ supporting any increase in budget
	+ strategic funding
	+ next week subcommittees will start brainstorming for this

Subcommittee check in -

* strategic visioning and financial growth is meeting tomorrow at 5pm is Suzzalo Cafe
	+ information located in google drive
		- see if it is useful
	+ talk about carlson volunteers
		- green fund researcher
		- do we have any questions for her?
	+ Keanu - check in person
* Budget
	+ working on SAF
	+ SAF folder on the google drive has all SAF information
		- includes background on history of our budget

Incentive for timely project launch (bylaw change?) -

* right now there is no mechanism in place to launch projects
* what can we do to catch this problem?
	+ bylaws?
	+ revise and draft language for section 5.2 of bylaws
* should it be a hard deadline (specific date)?
	+ would it vary by project size? project type?
	+ organized by size of award
		- small - 3 months?
		- average?
		- large - 6 months? 1 year?
* 6 months beyond implementation date?
	+ this would be specific to the project
	+ all projects
	+ figure out the problem and help them solve it
* Add a line to the proposal
	+ “do you see your project needing an extension?”
		- work with them on this
		- will help keep deadlines in mind
* what happens after 6 months?
	+ an explanation

Updates from projects -

* Biodiesel
	+ need a space for their reactor; an actual lab
		- do we have an aid for helping them?
		- currently located near u-village at transportation fleet
			* prefer to stay close
		- ask Lyndsey
	+ if there is drastic change, they need to come back to the committee
	+ everything else is going well
* Wood salvage
	+ working on getting a wood mill
	+ also working on getting a solar kiln
	+ want to get up and running within a year from now
	+ working with Howard - facilities manager
	+ working on outreach
		- wants help reaching out to other departments
			* work with Veronica for outreach - newsletters, classes
* Compost
	+ limited amount of coffee grounds they can take
	+ doing well
	+ working on funding plaques
		- did not mention if they were going to ask us for funding
* Tap that
	+ currently a year behind schedule
	+ should put together a timeline and hold them accountable
* Green in Greenhouse
	+ main contact is going on medical leave
* Hydrapower -
	+ has a bit more than $6,000 left
	+ research difficulties
	+ want more facts about what the budget has been spent on
	+ confusion about the structure of the project
* Rainwater
	+ recruiting students
	+ in the process of design
	+ construction will happen next year
* Husky sustainable storms
	+ waiting on parking lot construction
		- could be 2 years until the parking structure is built
	+ collaborate with campus construction project

Motion - Adjournment - APPROVED