

Campus Sustainability Fund Committee Meeting Minutes

Friday, January 9, 2015 – 4:00 to 5:00 PM – *Gerberding 142*

Attendees
CSF Committee: An Huynh, Kayla Schick, Colin Butler, Erin Sofinowski, Carolyn Hartman, Natalie Gray, Connor Birkeland, Graham Golbuff
Guests: Lyndsey Cameron, Jan Whittington, Claudia Frere

Agenda		
Time	Item	Presenter
4:00-4:01 1 min	Approve 12/5/14 Minutes Approve 1/9/15 Agenda	Kayla
4:01-4:08 7 min	1. Schedule Round 2 LOI and Full Proposal Dates	Graham
4:08-4:18 10 min	2. Discuss and Vote on Prairie Rain Garden Small Project Proposal	Committee
4:18-4:28 10 min	3. Discuss and Vote on Green Labs Contingency Funding Request	Committee
4:28-4:38 10 min	4. Report from last ESC Meeting	Erin
4:38-4:48 10 min	5. Share about Presentation to CSF Practicum Class	An/Graham/Kayla
4:48-5:00 12 min	Reminders, Wrap up, and Adjourn	Kayla

Meeting Summary: The CSF held its first meeting of the New Year on January 9th, 2015 to attend to matters of business while awaiting project teams to produce their final proposals. In the hour, the committee scheduled the next round of the funding cycle due dates (item 1), discussed and approved their second small proposal of the year and a funding request (items 2 and 3), and shared experiences and future plans regarding presentations to both the UW Environmental Stewardship Committee and this quarter's CSF Practicum course (items 4 and 5).

– COMMENCE MEETING –

Motion: Approve December 5th, 2014 Minutes (Kayla) – APPROVED

Motion: Approve January 9th, 2015 Agenda (Kayla) – APPROVED

Schedule “Round 2” LOI and Full Proposal Dates – Graham and Committee

- Deliberation regarding schedule of committee, current projects, and the practicum course.

Motion: Approve March 3rd, 2015 LOI Due Date (Chris) – APPROVED

Motion: Approve April 21st, 2015 Final Proposal Due Date (Natalie) – APPROVED

Discuss and vote on Prairie Rain Garden – Committee

- \$398 proposal
- Will they need signage to complete our education and outreach component?
- Approve funding for garden elements, and encourage education and outreach?
- Faith in horticulture majors: we should approve it!

Motion: Approve Prairie Rain Garden Small Project for \$398 – APPROVED
Second CSF Small Project, ever!

LOGISTICS NOTE: Letters of Intent need a method of attaching letters of support!

Discuss and vote on Green Labs – Committee

- Reason for Request
 - Contingency funding request – cost overrun
 - Colin: Did they submit a new budget with their letter?
 - Budget is delineated within the letter.
 - Colin: Why did their project go over-budget?
 - Communications issues with facilities: they were charged for labor and materials they believed they could get for less.
 - “Facilities prices cost more than what you see in the store.”
- Lessons Learned from this Project:
 - Connect projects with the right people earlier in the project process!
 - Define the Contingency fund: Retroactive funding?
- As of right now, our priority is to “clean up the mess”!
- Conclusion: Approve contingency fund, with “next time: come to us before expenditures, not afterwards.”

Motion: Fund Green Lab’s Request with funding from the Contingency Budget; supplement the little excess with funding from the Large Projects Budget; and send a note regarding preferred order of expenditure approval – APPROVED

Report from last ESC meeting – Erin

- Benchmarking Project - Goal setting in comparison to other major U.S. Universities.
- UW West Campus Utility Plant is being developed as visual feature on sustainability, providing chilled water for UW Hospital.
- We're #1 in Sustainability Products on Campus!
- How and what should I report to the ESC in a future presentation?

Committee to Erin: Report back to ESC

- Fast history of projects and their resulting impacts on campus!
- Which ESC initiatives make most sense to promote as CSF projects?

CSF Practicum Update – An/Graham/Kayla

- Spoke at a panel on CSF at the Practicum Class with Justin Helier and Aubrey Batchelor.
- Discussed how CSF reviews projects, and contributes to campus sustainability.

Motion: Adjourn Meeting (Colin) – APPROVED

– ADJOURN MEETING –