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| **GFC MINUTES** |
|  | **Date April 5th, 2019** |  |
|  | **Time 10:00AM – 11:30AM** |  |
|  | **Location PAC 4c** |  |
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| **Chair(s):** Francesca Butler & Gregg Miller  | **Present: Megan Styles, Grant Luckhart, Chris Ryan, Francesca Butler, Haley Simpson, Gregg Miller, Marissa Jones, Caleb Froidcoeur, Lee Crank, Luke D’Elia, Brian Beckerman, Chuck Coderko, Nick Edwards** |
| **Secretary:** Lee Crank  | **Absent: Dathan Powell** |
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| **Agenda Item: Residence Life Recycling Bins** | **Presenter: Marissa** |
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| **Discussions:** |
| * **Marissa reached out to Sonny for recycling bin clarification – Recycling bin locations.**
* **Talk of future LOI’s to get recycling bins in townhouses and apartments**
 |
| **Conclusions:** |
| * **There is no plan to implement bins to town houses or apartments right now**
* **Be more careful in the future – it is too late to alter plans as we are already funding their project. Recycling bins are going to dorms.**
* **Six gallon bins are not good for common areas – six gallon bins are for the dorms only.**
* **ORDER SIX GALLON BINS – Marissa will send PRODUCT LINK and NUMBER of BINS to Chris Ryan**
 |
| **Action items:** | **Person Responsible: Marissa & Chris** |
| * Order Six Gallon Bins
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| **Agenda Item: LEV Sticker & Water Refilling Stations** | **Presenter: Haley & Marissa** |
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| **Discussions:*** **Group voted between Haley’s 3 LEV Parking Stickers.**
* **We wanted to confirm the cost-share for Residence Life Water Refilling Stations - ~$2,050**
 |
| **Conclusions:** |
| * **Sticker 1 received the most votes – 5 votes**
* **ResLife approved cost-share – They will cover ~$500**
 |
| **Action items:** | **Person Responsible:** |
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| **Agenda Item: Compost** | **Presenter:**  |
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| **Discussions:*** **Discussion of its location and status – either near the Student Union’s herb garden or temporarily put it at the campus garden.**
* **We really need to contact Food Services to get them on board.**
* **Worst case scenario – tumblers will end up at the garden. SOMEWHERE ON CAMPUS WILL GET A COMPOSTER WHETHER THEY LIKE IT OR NOT**
 |
| **Conclusions:** |
| * **Styles mentioned inviting VAN VERGEE to become or sit in on a GFC meeting – he will be helpful in sorting out our composting project**
* **ORDER THE TUMBLER**
* **INVENTORY THE TUMBLER TO THE COMMUNITY GARDEN RATHER THAN FOOD SERVICES**
 |
| **Action items:** | **Person Responsible: Chris Ryan** |
| * Order Tumbler
* Community Garden Inventory
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| **Agenda Item: Kids for Compost**  | **Presenter: Fran** |
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| **Discussions:*** **The status for Kids Composting – a lesson plan is being designed for the kids.**
* **Who could possibly assemble this composting unit? Someone, please, do it for the kids.**
 |
| **Conclusions:*** **The event date is April 29th**
* **The order for the composting bin has been fulfilled – just needs assembled.**
* **A certain some with a Honda Fit will secretly assemble the composter**
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| **Action items:** | **Person Responsible: Honda Fit owner** |
| * Assemble composter
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| **Agenda Item: Living Wall** | **Presenter: Haley** |
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| **Discussions:** |
| * **The status of the Living Wall relies on KEITH**
 |
| **Conclusions:** |
| * **There really isn’t that much of an update – Keith is getting all the info and he knows what to buy**
* **Wait until after finals week to install the living wall – tell Keith**
* **We need to know the action plan for watering these plans! – library staff? Brian’s crew? Who is it or what is it? Self-watering system?**
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| **Action items:** | **Person Responsible: Haley** |
| * **Contact Keith**
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| * **Install after Finals**
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| **Agenda Item: Clamshell** | **Presenter: Fran** |
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| **Conclusions:** |
| * **Mention CLAMSHELL AGENDA to FOOD SERVICES during the COMPOSTING MEETING**
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| **Action items:** | **Person Responsible: Sustainability Coordinators** |
| * **Compost meeting**
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| **Agenda Item: Signage** | **Presenter: Marissa** |
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| **Discussions:** |
| * **This is Ben’s project. What kind of signs do we want to educate students and faculty about Sustainable Landscaping?**
* **There was discussion about sign brands – Smart Sign would be our best option**
* **Amount of signs – FOUR**
* **Brian suggested this could be an interim project.**
* **What will be featured on the signs template – *Sustainable Landscaping, Name of the feature, info about the feature*.**
 |
| **Conclusions:** |
| * **Haley will create the signage**
* **Styles/Marissa will send template ideas or content to Haley**
* **Brian can highlight info to put on signs – Brian will provide feedback on plant information**
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| **Action items:** | **Person Responsible: Haley, Marissa, Styles** |
| * **Make Template**
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| **Agenda Item: SOLAR**  | **Presenter: Styles** |
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| **Discussions:** |
| * **We could possibly buy a mounting bracket from the company or Brian’s team could make one.**
* **Formulation of a plan to place this table**
 |
| **Conclusions:** |
| * **Switched from two solar tables to ONE**
* **Solar table is here at RECEIVING**
* **Assemble the Solar Table first, then figure out the best location, then create a mounting bracket**
* **The solar table is either under Chris or Style’s name at receiving.**
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| **Action items:** | **Person Responsible: Chuck & Brian** |
| * **Assemble Solar Table**
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| **Agenda Item: Tabling at the STU** | **Presenter: Fran** |
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| **Discussions:** |
| * **Short discussion of tabling for recycling initiative evolved towards RECYCLING STICKER DISCUSSION**
* **If we saved some cash from our composting project, we could use some of the money to buy Caleb’s stickers.**
 |
| **Conclusions:** |
| * **We will do tabling next fall – end of semester is not the best time**
* **Use the hammer of the GREEN PROJECTS EMAIL to get the RECYCLING DUMPSTER delivered instead of doing tabling.**
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| **Action items:** | **Person Responsible: Sustainability Coordinators** |
| * **Green Projects Email**
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| **Agenda Item: Project Workflows** | **Presenter: Fran** |
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| **Discussions:** |
| * **Strategies for kick starting projects and alternative plans**
* **How can we stagger our projects next year**
* **Should LOI’s be a class assignment?**
 |
| **Conclusions:** |
| * **Caleb – prioritize smaller projects first**
* **Marissa – pair difficult projects with smaller projects on a calendar**
* **Designate projects on a calendar**
* **Hold proposal authors more accountable – we greased a lot of the wheels to get things running**
* **Approval emails should have the exact number of money approved, include cost-share information, a timeline for the project, and a designated location for the project.**
* **Provide better LOI examples for students**
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| **Action items:** | **Person Responsible:** |
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| **Agenda Item: Stars Presentation** | **Presenter: Fran** |
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| **Conclusions:** |
| * **Meet at 226B at 10:00 to support Caleb and Marissa**
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| **Action items:** | **Person Responsible: All of us** |
| * **April 19th at 226B**
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| **Agenda Item: Annoucements** | **Presenter:** |
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| **Discussions:** |
| * **Grant – RA wants another recycling presentation for her dorm**
* **Chuck – Health and Science Green House**
 |
| **Conclusions:** |
| * **We can send the RA the presentation document and instructions for the sorting activity – can also provide the supplies**
* **Green House – we could cost share with a future LOI to build or refurbish the Pyramid Green House**
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| **Action items:** | **Person Responsible:** |
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