|  |
| --- |
| **GFC MINUTES** |
|  | **March 23, 2018**  |  |
|  | **10- 11:30 AM**  |  |
|  | **PAC 4C**  |  |
|  |  |  |
| **Chair(s):** Ellyn Baker & Francesca Butler | **Present:** Ellyn Baker, Fran Butler, Levi Reed, Marissa Jones, Haley Simpson, Jacob Seidel, Caleb Froidcoeur, Megan Styles, Dathan Powell, Brian Beckerman, Grant Luckhart, Zane Nyhus |
| **Secretary:** Marissa Jones **Approval of Agenda:** Committee approved of the agenda.  | **Absent:** Chris Ryan,Chuck Coderko, **Approval of minutes:** Amend “Bi-Laws” to “By-Laws” and add estimate and description of Smartpress printing company. |
| **­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Agenda Item:** Budget  | **Presenter:**  Fran |
|  |  |
| **Discussions:** |
| * No updates from Chris Ryan regarding the budget.
 |
|  |
| **­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Agenda Item**:Update on Green Projects  | **Presenter:**  |
|  |  |
| **Discussions:** |
| * Green Parking spaces are all up but there are no extra small van signs
* Didn’t want to place recycling dumpster closest to Larksburg and cluster the already busy parking lot
* Ellyn is still waiting for quote details on metal signage.
* Cox Daycare is moving forward- with be located between VPA and butterfly garden. T-posts and deer fencing is suggested by Brian and chuck so we will need to start estimating and purchasing materials- estimated around $400
* Buffalo grass is on hold for implementation but will be implemented in the summer.
* Daniel is putting together costs for the spiral herb garden and will get back to us with a total cost of materials.
* Bike Repair Station installation is scheduled for noon on March 27th. We will meet them at the location and take charge from there.
* Alex Cosner said they need to get extra baskets and an extra bike rack but they are in communication with Scheels.
 |
| **Conclusions:** |
| * Brian found a cheap company for aluminum signs as well as Ellyn. Hers ran 12 signs for $50
* $25/ month- 2yd dumpster by Clover- BIG and BLUE, should be delivered after spring break
	1. send yearly check to Res. Life- authorize through Chris Ryan
* Ellyn will report on signage again next meeting
* Fran and Marlena will work on a curriculum for the kids and schedule a work day with Daniel in the next week or two. Brian will order the materials for the fencing and pick up the materials. ADD CHICKEN WIRE & LAWN STAPLES TO MATERIALS
	1. Can shoot for a work day to implement fencing next Friday (3/30)
* Brian will order seeds for buffalo grass here within the next week or two.
* Levi will take over implementation of the herb garden after Daniel purchases the materials so feel free to lend him a hand!
* Chuck is aware that they are coming on the 27th so hopefully benches will be off by then.
* New bike rack and additional bikes should be implemented over the summer since the rack needs to needs put together.
 |
|  |
| **Action items:** | **Person Responsible:** |
| * Authorize Recycling Dumpster cost with Chris Ryan
 | Fran  |
| * Get authorization for Daycare material purchasing from Chris Ryan
 | Brian  |
| **­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Agenda Item:** Publicity | **Presenter:**   |
|  |  |
| **Discussions:** |
| * Stickers design submitted by Haley does have the graphic identifier and our website to encourage more information. These will be for promotion and encouragement.
* Ellyn will have all-weather decals for labeling projects.
 |
| **Conclusions:** |
| * Committee suggested adding the fun, encouraging quote on the one sticker. Fran will try and meet with Chris on Monday to get stickers ordered.
 |
| **Action items:** | **Person Responsible:** |
| * Meeting to order stickers with Chris Ryan
 |  Fran  |
|  |  |
| **­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Agenda Item**:Recruitment | **Presenter:** Fran |
|  |  |
| **Discussions:** |
| * Fran had written in the by-laws that recruitment includes a resume and cover letter and would have to submit it to SGA.
* Fran included that people could be nominated by faculty, staff, or themselves.
* Megan and Ellyn suggested submitted applications to the Green Projects email and let us look them over first. Could be easier to work with SGA if we are forwarding our selected applicants for approval than having them sort through them all.
 |
| **Conclusions:** |
| * Would be easier to work with SGA if we are forwarding our selected applicants for approval.
 |
| * Committee agreed that applications should be forwarded to Projects Coordinators after forms are submitted through website and then they would sort through them and give recommendations to CoS to rank the applicants then send them to SGA.
* Amendments to Bylaws Draft
	1. Include to Clause H: a part-time summer position; include that there will be a relationship with Chris Ryan’s position (treasurer is under stewardship of faculty); typo in Clause B- remove double “of the course”; change resolution to proposal in Clause D; set Parliamentarian and Co-chairs as different positions; Remove miscellaneous period after Clause 5; formal applications after nomination; include Grounds Superintendent and Vice-Chancellor of Facilities and Services; nominee showing interest should submit resume through form on green projects resumes, then will be reviewed by CoS, then moved to SGA (Sec 2, Clause A, Sub-clause A); include an article that talks about procedures for selecting and reviewing project proposals, committee will establish a timeline at the end of spring semester for implementation.
* Sustainability Projects Coordinators or CoS Chair(s) can send follow-up emails to applicants at the beginning of fall semester to ensure applicants are still interested.
* Our current timeline for new applicants
	1. First step: Submitting cover letter and resume counts as a nomination, submitted by May 3rd or 4th. (CoS could review applications at their last meeting of the year)
		1. Late submissions will be kept on file and encouraged to attend meetings and learn how the process works
 |
|  |
| **Action items:** | **Person Responsible:** |
| * Amend Bylaws draft
 | Fran  |
| **­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Agenda Item:** Announcements  | **Presenter:**   |
|  |  |
| **Discussions:** |
| * GFC projects window cling is going will not be displayed in the Student Union and will potentially be relocated to the Library entrance. White background
* Zane is doing a composting project for his Capstone and will potentially submit a proposal to initiate composting behaviors on campus!
 |