MEETING MINUTES
July 23, 2014

Present: Michael Hanson, Beth Holcomb, Erica Johnson, Medea Myhra, Kim Rademaker, Gary Urban

1. Approval of Minutes: The meeting minutes from June 25 will have a revision made to item #4 – Committee Charter/Bylaws concerning ex-officio members. A motion was made and seconded to approve the June 25 meeting minutes as amended. All approved.

2. Annual Report Medea shared the draft of the “Accomplishments for 2013 – 14 Academic Year” that Lou and her compiled. They will meet to finalize the draft on August 11. If any committee members have additions and/or comments, contact Medea. Medea also shared a list of budget request items.

3. Action Plan Workshop
   • Erica and Katie have been working on a preliminary outline for the workshop which was shared with the committee.
   • President Davenport has confirmed that he will attend. Also, Clark Johnson and a couple other legislators will be attending.
   • The “To Do” list for the workshop was shared. In order to have a good representation of on-campus people, committee members are asked to make a commitment to network with three people to get them involved with the workshop. Let the rest of the committee know who you have contacted or plan to contact so there is no duplication of efforts. There was discussion on various people that we’d like to see invited, including David Jones (Michael to contact) and Ramone Pinero in Alumni Office (Erica will contact).
   • Kim has a master list of media contacts we could use.
   • Gary has established a registration area on the “green campus” website.
   • Erica pointed out what committee members can do to help with the workshop. All committee members are encouraged to help out wherever they can both before and during the workshop.
   • The main topics to be covered will be Energy and Transportation, and Water and Waste. We should be thinking about other categories we may want to cover.

4. Carbon Footprint Lou is currently gathering the data needed for this.

(cont’d)
5. **Other**

- Beth will re-schedule the meeting reservations for November and December since the current meetings are scheduled during holidays.

- The bins from Keep America Beautiful have arrived. Jason McCue has said he would like them placed in Armstrong Hall. The logistics for placement will be addressed shortly.

- Sustainability Expo 2015: Erica will contact the people in Water Resources to see if they are interested in helping plan next year’s expo. **We would like to see involvement from committee members and other off-campus groups. If interested, let Erica know.**

- Michael shared the latest draft of the Bylaws. Discussion on 2- and 3-year terms. The reason for keeping 2-year terms is it makes it easier to stagger the terms. Also, if brought before Meet & Confer, it would be difficult to get them to approve 3-year terms. It was decided to combine Sections 5, 6 and 7 of Article III. Discussion followed about Article IV: Officers Section 1: Subsection 3 concerning the student chair being authorized to counter-sign financial expenditures. It was decided that we may need a Treasurer position. Article VI: Organizational Operation: Section 1 should be re-worded to say “monthly meetings are encouraged”.

- Currently, every committee member’s term expires this September. **If you are interested in staying on for another term, please contact your bargaining unit to see if they have any problem with that and let us know what you find out!**

Meeting adjourned at 4:08 p.m.

**Next meeting: Wednesday, August 27, 3:00 – 4:00 in CSU 203 – Daniel Buck Room.**

Respectfully submitted:

**Beth Holcomb**

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**Future Meetings: (all meetings held 3:00 – 4:00 p.m.)**

- **Sept. 24, 2014**  CSU 203 – Daniel Buck Room
- **Oct. 22, 2014**  CSU 256 - (Change in ROOM)
- **Nov. 19, 2014**  CSU 203 – Daniel Buck Room (Change in DATE)