1. PRESENT: Robyn DiFalco (Associated Students); Dale Wymore (Print Services); Melissa Taylor (Accounting Operations); Eli Goodsell (Associated Students); Dave Meichtry (Housing); Richard Perrelli, (Environmental Health & Safety); Durbin Sayers, (Facilities); Jennifer Rotnem (Institute for Sustainable Development)

2. ABSENT: Mark Stemen, (Faculty); Rob Thacker (Facilities); Erin Van Peer (FARM); Duane McCune (Procurement); Halli Bovia (Institute for Sustainable Development); Chris Trudell (AS Commission of Environmental Affairs); Carol Blessum (Warehouse Operations); Jason Smock (Property)

3. Jennifer Rotnem will be representing the Institute for Sustainable Development during Halli’s leave. Welcome!

4. Minutes 1-12-09 – Approved, no changes

5. Old Business

   a. **Annual Report to Cabinet** – Copy of letter and report presented to Lori. Copies emailed to committee on 1/22/10. Dale reported on meeting with Lori Hoffman: Lori submitted the annual report to Cabinet on February 22, 2010. She inquired about the committee in general and was interested to know how it was going, who was attending, etc. She also approved my request for the CCC to have a web presence on the VPBF site under the “Sustainable Efforts” link. See (d) for more info.

   b. **Recommendations to Campus Administration** – based on Informal Waste Analysis Ranking. Subcommittee: Halli Bovia, Melissa Taylor & Robyn DiFalco will present their draft to committee for discussion. Note: Eli Goodsell has taken Halli’s place on this sub-committee. The majority of the meeting was spent discussing this document. Although we only got through the first two bullet points, in general it was decided that the report should clearly address the problem, be more specific, give examples of the problem and provide recommendations. **It was also discussed that Lori is expecting to see high/medium/low cost for each recommendation and high/medium/low impact.** The subcommittee will revamp the report to reflect
today’s discussions. It was also brought up that the Annual Report to cabinet promised an analysis of the many factors behind the upward trend and that we would provide a set of recommendation in the Spring of 2010. It was suggested that the recommendations should refer to the annual report.

c. Educational Program to promote campus waste reduction activities—Dale discussed a website as a way to educate the campus about the committee and our objectives. See (b) above for more info and Lori Hoffman’s support of this effort.

   i. Need to form subcommittee – Dave Meichtry has offered to assist. It would be helpful to have input from one other committee member. If anyone is interested, they were asked to email Dale directly.

   ii. Determine what should be on the website: such as EM 00-65; contact & committee info; annual report to cabinet; submit suggestion to us- how?; provide links to recycling and waste diversion resources on campus and city/county – what links?

6. March meeting is scheduled for Thursday, March 11 at 1pm, BMU 302.