Advisory Committee on Sustainability
Meeting Minutes

Date: Aug. 11, 2009  Time: 9:30 a.m.  Location: Board of Regents Boardroom

Attendance: Kris Aubrey, Nancy Burt, Adam Courage, Mano Krishnapillai (by teleconference), Jennifer Lokash, Andrea McGuire, Kevin O’Leary, Toby Rowe, Abigail Steel, Dennis Waterman (by teleconference), Becky Winsor

Regrets: Paula Corbett, Kent Decker, John Drover, Peter Earle, Josh Lepawsky, Shannon O’Dea Dawson, Toby Rivers, Dwayne Taverner, Bob Walsh

Chair: Jennifer Lokash  Minutes: Nancy Burt

1.0 Call to Order and Welcome  9:30 a.m.

2.0 Minutes: Approval of May, June and July 2009 minutes carried over to next meeting due to lack of quorum.

3.0 Revise agenda. No revisions

4.0 Action Items from July meeting
Action: T. Rowe to send e-mail message and pdf of Declaration to Kent Decker’s office to distribute to Deans and Directors. Completed.
Action: D. Waterman to distribute Sustainability Declaration via e-mail to SWGC committee. Completed.
Action: B. Winsor to distribute Sustainability Declaration to MUNSU executive and bring to next board meeting in August for approval in principle. Completed.
Action: M. Mitchell to send Sustainability Declaration out to Answers listserv. Completed.
Action: T. Rowe to consult with D. Miles on signage promoting the fountain in UC. Completed.
Action: K. Aubrey to draft and e-mail a letter concerning new Faculty of Med building and the need to consider sustainability in the design and structure. Carried forward. Although the plan for LEED is proceeding, K. Aubrey would like to have a letter on record.
Action: T. Rowe to contact Art Cheeseman of the City of St. John’s to ask for a City representative for ACS. Carried forward.
Action: T. Rowe to ask sub-committees for annual reports and to start writing/compiling annual report. Carried forward.

5.0 Reports (Subcommittees/Sustainability committees)
a) Paper and Recycling subcommittee: T. Rowe reported that there is a student currently doing research on campus paper use.
b) Buildings subcommittee: D. Waterman stated that the decision has been made for the academic building extension to be built to LEED standards. T. Rowe stated that MUN is now a member of the Green Building Council which provides LEED training programs.
d) Marine Institute: A. Courage gave update on MI’s push on paperless pay, cafeteria reductions and water issues. Next meeting is in Sept.
e) SWGC: D. Waterman gave update on composting project and their plans to meet with Gordon Murphy (MMSB) re; possible funding. D. Waterman also gave update on solar panel project and meeting planned for next week re; incorporating solar panels in the Academic building extension.
f) Project Green: A. McGuire gave update on meeting planned for Sept. to check on possibility of sending compost to Botanical Gardens. B. Winsor gave update on water promotion for Orientation.
6.0 Updates
   a) Sustainability Declaration: T. Rowe gave outline of comments received to date and suggested meeting Tuesday August 18 to make any changes or revisions.
      **Action:** T. Rowe to continue planning for declaration signing event on Sept. 24 or Oct. 6.
      **Action:** N. Burt to check availability of IIC and UC for signing event on these days.

   b) Water – survey, orientation: T. Rowe gave update on meeting with S. Pippy (CIAP) and preliminary results of employee water survey. B. Winsor stated that she’s continuing to work on water event during orientation.
      **Action:** T. Rowe and N. Burt to meet with S. Pippy concerning analysis of water survey when she returns from vacation.

   c) Sustainability Fund: T. Rowe gave update on findings to date and suggested defining the fund. A. Steele said that response from working group was negative on mandatory carbon offset fee on travel. K.O’Leary suggested a nominal fee that can be changed in the future. J. Lokash suggested a campus-wide poll. A. Courage said the fund should be defined first. T. Rowe suggested limiting the fund to carbon emission reductions. Travel policy consultations will be mid September. D. Waterman suggested a new sub-committee to do a proposal to lay out all issues and develop terms of reference that can be used. A. Steele agreed with forming sub-committee and stated that carbon specific issues are not currently covered by any committee.
      **Action:** N. Burt to watch website for travel policy consultation announcement.

   d) The Communicator: T. Rowe gave update on content for next issue: LEED buildings, water conservation, sustainability event as well as Grenfell article from Climate Change Conference in Turkey.

   e) Paper and Recycling: T. Rowe gave update on student project to research on-campus paper use.
      **Action:** N. Burt to look into new City of St. John’s recycling pilot project regarding the possibility of MUN sending batteries, fluorescent tubes and bulbs to Robin Hood Bay facility for recycling.

7.0 New Business
   a) Terms of reference to be reviewed at September meeting.

8.0 Events/Announcements
   MUNSU water event during Orientation Sept. 7 & 8.

Next Meeting: Sept. 15, 2009