Advisory Committee on Sustainability
Meeting Minutes

Date: July 14, 2009 Time: 9:30 a.m. Location: Board of Regents Boardroom

Attendance: Nancy Burt (Sustainability Office Sr. Clerk), Shannon Dawson, Meghan Mitchell (left at 10:30), Toby Rowe, Abigail Steel, Dennis Waterman (by videoconference), Becky Winsor (left at 10:30)


Chair: Abigail Steel Minutes: Nancy Burt

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

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

3.0 Revise agenda. No revisions

4.0 Action Items from June meeting
   Action: K. Aubrey to draft letter concerning new Faculty of Medicine building and the need to consider sustainability in the design and construction. Carried forward.
   Action: T. Rowe to contact Art Cheeseman of 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.
   Action: T. Rowe will send LEED checklist and letter sent to Darrell Miles last year from ACS concerning new residence and LEED to K. Aubrey. Completed.
   Action: T. Rowe will invite K. Aubrey to next buildings meeting to discuss letter. Completed.

5.0 Reports (Subcommittees/Sustainability committees)
   a) Paper and Recycling subcommittee: no update
   b) Buildings subcommittee: The subcommittee is planning to propose revisions to the Capital Projects – Major policy to include sustainable principles.
   d) Marine Institute: no update
   e) SWGC (Dennis Waterman):

6.0 Updates
   a) Sustainability Declaration and communication plan: draft Sustainability Declaration will be sent out for consultation to Deans/Directors, student unions, faculty, staff, Grenfell and MI, etc. as per communication plan. Once consultations are finished and declaration is redrafted as needed, it will go back to Board of Regents for approval. If approved, signing ceremony is scheduled for Sept. 24, 2009.
      Action: T. Rowe to send e-mail message and pdf of Declaration to Kent Decker’s office to distribute to Deans and Directors.
      Action: D. Waterman to distribute Sustainability Declaration via e-mail to SWGC committee.
      Action: B. Winsor to distribute Sustainability Declaration to MUNSU executive and bring to next board meeting in August for approval in principle.
      Action: M. Mitchell to send Sustainability Declaration out to Answers listserv.

   b) Water – survey, fountains, Chartwell’s: there have been almost 1200 responses campus-wide to water survey to date. M. Mitchell suggested new fountains in residences. B. Winsor said MUNSU
will again this year be giving refillable bottles to all first-year students at Orientation in early September. D. Waterman said that Grenfell does the same. S. Dawson suggested signage to promote new fountain in UC, in time for the return of students in September. 

**Action:** T. Rowe to consult with D. Miles on signage promoting the fountain in UC.

c) **Staffing:** Nancy Burt hired for temporary staff position as Senior Clerk, Sustainability Office. Contract runs until August 29, 2009. T. Rowe gave updates on what students are working on: computer power usage, paper consumption, idle free campaign.

d) **Talloires Declaration:** T. Rowe was copied on a letter from the Presidents office (E. Campbell) to Grenfell sustainability committee that stated that MUN will not be signing on to Talloires, and suggesting MUN move forward with its own declaration. T. Rowe suggested trying again when the new president is appointed.

e) **Faculty of Medicine building:** T. Rowe attended LEED workshop for the building and the plan is to move forward with LEED silver status. D. Waterman said there is a tender called for Grenfell’s Academic building site development which is also working towards LEED silver, and hoping to break ground in late August 2009 with building to be completed by March 31, 2011.

7.0 **New Business**

a) M. Mitchell suggested a “Sustainability” paired with “Wellness” ad campaign re; power usage/fitness for elevator vs. stairs.

b) S. Dawson announced Staff and Retiree BBQ (Thursday, Aug. 27, 2009) sponsored by Honeywell. **Action:** S. Dawson to check on utilizing reusable plastic cups used at E. Campbell’s BBQ.

8.0 **Events/Announcements**

a) Energy Performance Contract project is moving ahead at Grenfell. They are waiting for a report of final options and cost (aprox. $5 million project) and are hoping to get approval of capital and the green light from the Board of Regents by December 2009.

b) T. Rowe received word that the position of Sustainability Co-ordinator will be made permanent.

c) Sustainability Office moved locations to FM2040.

**Next Meeting:** Aug. 11, 2009