**Zero Waste Committee Minutes Minutes Taken By Simran Kaur**

## **Associated Students**

May 7th, 2018

EOP Conference Room

CALL TO ORDER at 6:51 PM by Navpreet Khabra

**A. MEETING BUSINESS**

1. Roll Call

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Note:absent (excused/not excused)arrived late (time)departed early (time)proxy (full name) | Name | Note:absent (excused/not excused)arrived late (time)departed early (time)proxy (full name) |
| Jessica Schmitt  | Present |  |  |
| Navpreet Khabra | Present | Nico Fuller | Present  |
| Riley Anderson | Present | Nadia  | Present |
| Nathan Kruse | Present  | Isabel Franco | Excused |
|  |  | Briana Zhen | Present |
| Cynthia Torres | Excused |  |  |
|  Simran Kaur | Present |  |  |

1. Acceptance of Excused Absences

*MOTION/SECOND: Kruse/Zhen*

*Motion to approve the attendance*

Attendance: 8

1. **ACCEPTANCE of AGENDA/CHANGES to AGENDA**

The Chair may, with members’ consent, add items to the agenda for consideration at the current meeting if they meet one of the following criteria:

a) Emergency Situation -- the issue falls within ten days from this meeting.

b) Deadline -- if the issue arose after the agenda deadline and must be acted on before the next scheduled meeting.

*MOTION/SECOND: Kruse/Zhen*

**B. PUBLIC FORUM**

**C. REPORTS**

1. **Chair Report**
	1. **Zero Waste Committee Spring Retreat**
		1. **May 6th at the Channel Islands (Santa Rosa Island)**
		2. **Cynthia, Riley, Navpreet, and AJ (ZWF member) went**
	2. **Changes to Legal Code: https://docs.google.com/document/d/1Wq3i\_4sLpBYXUPw49vOR5HGi9SMLCU8glaXp2QlffVE/edit?usp=sharing**
		1. **Treasurer**
		2. **2 Compost Coordinator: Santa Rosa pilot, compost workshops**
		3. **2 ZW Festival Coordinators**
		4. **Secretary + marketing coordinator = Admin Coordinator**
		5. **2 co-chairs**
		6. **Activities Chair**
		7. **Public outreach coordinator**
	3. **Application Now Open for Officers**
		1. **Officers wishing to retain the same position must have a conversation with the Co-Chairs. Officers wishing to be in a different position must reapply and go through an interview process**
		2. **Applications will be open until Saturday.**
		3. **Interviews will happen Monday and Tuesday of next week. Officers will be appointed and discussed next Wednesday.**
		4. [**https://goo.gl/forms/UEt46MLB4mOl7jxc2**](https://goo.gl/forms/UEt46MLB4mOl7jxc2)
2. **Group/Member Report**
	1. **Activities Chair**
		1. **Zero Waste Mixer Potluck**
			1. **From 7 to 9 PM in the GSA**
			2. **Everyone should put going or interested:** [**https://www.facebook.com/events/625747327767827/**](https://www.facebook.com/events/625747327767827/)
			3. **Officers should try to come to this event as it is the last mixer of the year and an opportunity to promote your projects**
				1. **Who is going?**

***MOTION/SECOND: Abushanab/Kruse***

***Motion to allocate $90 for food from Woodstock’s for tomorrow’s Zero Waste Mixer Potluck***

***ACTION: Vote: 5-0***

***Advisor/Staff Instruction/Request: Jessica Schmitt***

***Responsible for Follow-through: Cynthia Torres***

***Additional approval required:***

* 1. **Secretary**
	2. **Treasurer**
		1. **Website:** [**https://zerowaste.as.ucsb.edu/our-services/**](https://zerowaste.as.ucsb.edu/our-services/)
			1. **Up and running**
			2. **Orders have been processed**
			3. **When ordering materials for ZWC events, officers should use the website**
				1. **Don’t need to complete requisition form**
		2. **GIVE sale funding request**
	3. **Compost Coordinators**
		1. **Santa Rosa Compost Program update**
			1. **Briana will be confirming whether the compost bins have arrived in Santa Rosa**
			2. **Once the bins and signage are in place, Briana and Nathan will be going door-to-door in Santa Rosa to talk to students about compost and the program**
1. **Advisor Report**
	1. **Open positions in ASR and DPW - apply on handshake**
	2. **#MLT Fellow programs**
		1. **Carry your waste program**
			1. **People can sign up to participate and win prizes**
		2. **Public waste audit**
			1. **Most likely in the arbor, but still deciding on a location**
		3. **Take out container**
			1. **Coral Tree and Courtyard - changes will be made once people test out the program**
	3. **AS Sustainability Working Group**
		1. **Working on updating the policy**
			1. **Different standards in legal code based on what we learned this year**
		2. **Nathan attending the meetings**

**D. DISCUSSION ITEMS**

* 1. **GIVE Sale Funding Request**
		1. **Funding Application: https://docs.google.com/document/d/1-z3U6A0ezOvOPRNugQK\_1Sy0OYwHkqOb2csWSD7libA/edit?usp=sharing**
		2. **Budget:** [**https://docs.google.com/spreadsheets/d/1-Cc2K\_e-4e9NezjX\_XCSeNLMcxqlOz-homFOLZm6AIw/edit?usp=sharing**](https://docs.google.com/spreadsheets/d/1-Cc2K_e-4e9NezjX_XCSeNLMcxqlOz-homFOLZm6AIw/edit?usp=sharing)

***MOTION/SECOND: Kruse/Abushanab***

***Motion to allocate $600 for supplies from GIVE Sale***

***ACTION: Vote: 5-0***

***Advisor/Staff Instruction/Request: Jessica Schmitt***

***Responsible for Follow-through:***

***Additional approval required:***

* 1. **RCGSD Funding Request**
		1. **Connection to ZW Mission Statement** [**https://docs.google.com/document/d/1xkZLX9n8n7nrSgp3V4Zo19of9h08N1MxRtiT87m2Wb4/edit?usp=sharing**](https://docs.google.com/document/d/1xkZLX9n8n7nrSgp3V4Zo19of9h08N1MxRtiT87m2Wb4/edit?usp=sharing)
		2. **Funding Request:** [**https://docs.google.com/document/d/15eX\_pNhN5AXaSql9AD61gRbVZRwYl7V7ZDl3HnN47eQ/edit?usp=sharing**](https://docs.google.com/document/d/15eX_pNhN5AXaSql9AD61gRbVZRwYl7V7ZDl3HnN47eQ/edit?usp=sharing)
		3. **Proposed Budget for Tents & Sleeping Bag: 16 sleeping bags, 2 6-person tents, and 1 4-person tent. The 16 sleeping bags does not include folks who have a sleeping bag so this number will most likely drop but it will give us reassurance that everyone has access to a sleeping bag; the tents will for sure remain the same. Update: Adventure Programs will be waiving the Deposit fee for our participants and the RCSGD will be responsible for the deposits, but students must protect and maintain the sleeping bags in great condition during the trip or they will help the RCSGD with the deposits. This simply leads to only funding the actual rental costs of the items which is in the proposal below.**

***MOTION/SECOND: Kruse/Zhen***

***Motion to allocate $320 for tents/sleeping bags for RCGSD***

***ACTION: Vote: 5-0***

***Advisor/Staff Instruction/Request: Jessica Schmitt***

***Responsible for Follow-through:***

***Additional approval required:***

* 1. **Funding for Sustainability Working Group**

***MOTION/SECOND: Kruse/Abushanab***

***Motion to allocate $20 for Sustainability Working Group notebooks***

***ACTION: Vote: 5-0***

***Advisor/Staff Instruction/Request: Jessica Schmitt***

***Responsible for Follow-through:***

***Additional approval required:***

* 1. **Future of Zero Waste Committee: How we can be best support each other? We all have busy lives and do a great job with our individual responsibility. How do we foster a sense of group accountability?**
		1. **Nathan: Letter to the Successor**
			1. **To inform successor about already established projects and ideas that are currently in the works**
		2. **Last year, the officers tried creating a handbook to help incoming officers, but the idea kind of faded out**
		3. **We could EAB as a model to restructure our committee for next year**
		4. **How can officers support each other on their individual projects?**
			1. **Ask other officers if they can use help on their projects, and if you need help on a project you’re working on, understand what tasks you can effectively delegate**
			2. **Acknowledge other officers’ achievements**
		5. **How can we prevent so many officers from resigning in the future? How can we encourage member retention?**
		6. **General Meetings**
			1. **The general meeting we had this year was to introduce students to our club**
			2. **We used to combine officer and general meetings, but as a result, we lost the interest of general members who weren’t interested in officer duties**
			3. **We currently have very few ways to interact with general members**
	2. **DPW and AS Recycling are hiring route-riders**
		1. **Information will be included in the next ZWC newsletter**

**G. REMARKS**

**ADJOURNMENT**

*MOTION/SECOND: Anderson*

*Adjourned at 8:01*