

**Los Medanos College**

**Sustainability Committee Meeting Minutes**

**Friday, 4/15/2016 10:00am – 11:30**

**SC1-103**

**Attendees:**

Crystal Stahl – Office of Student Success; Russ Holt – Facilities; Celena Lozano – Student; Kelsey Fordahl – Student; Julie Lucca – Biology Staff; Jen Fay—Biology Staff.

**Minutes:**

**10:00-10:05**, Reviewed and approved minutes from previous meeting

**10:05 – 11:00** Earth Day Planning

- Crystal reported that the Bee Lady is coming, CS will send her Info sheet and parking place.
- We reviewed Passport and came up with additional suggestions to include:
  - Yes to the Thursday speaker film being on the passport
  - Question: who collects the passport and how is it connected to the raffle tickets?
- We went down To-Do list on excel sheet and divvied up additional tasks:
  - Jen/Julie: Decorations, streamers, stamps and stamp pad shopping
  - Additional Raffle prizes—decided not needed
  - CS/RuHO: Set up flyers on Sandwich Boards
  - Jen: make a playlist on an iPod (using music requests from the group)
  - Raffle Tickets: Jen can do this but is still unsure what they're being used for
  - Celena and Erica: shop for fruit for table
  - Bio 7 students and maybe Julie: Info Table

**11:00 – 11:05** Wrap up and plan for future

- We discussed a final meeting day in May and appointed Briana to send the scheduling doodle.
- Jen will email Curtis Corlew about Bike to Work Day

**11:05 – 11:30** Adjourned meeting to go out and hang big banners

- One was hung in library window
- One was hung in display case at entrance to student services