

**Western Washington University Associated Students
Green Energy Fee
Tuesday, January 22, 2013**

YU 460

Present: Katie Savinski (Chair, VP for Student Life), Victor Celis (VP for Academics), Grace Wang, Ed Simpson, Nina Olivier (AS Environmental & Sustainability Program Associate Director), Sadie Normoyle (AS Green Energy Fee Education Coordinator), Regan Clover, Seth Vidana, Jacob Lesser, and Ashley Selvey. *Absent:* Nicole Brown

Advisor: Kevin Majkut

Secretary: Kaylee Galloway

MOTIONS

GEF-13-W-03 Approve the Green Energy Fee grant program project owner form. *Passed*

GEF-13-W-04 Recommend to the AS Board of Directors to adopt the changes made to the Rules of Operations. *Passed*

Katie Savinski, Chair of Green Energy Fee Committee, called the meeting to order at 12:01 pm

I. CALL TO ORDER

II. ADDITIONS/CHANGES TO THE AGENDA

III. APPROVAL OF MINUTES

IV. ACTION ITEMS

A. Maintenance Costs: Project Owner Form

Savinski showed a document that reflected the changes that were made to the form. She said that Majkut, Clover, Vidana, and herself spent time on deciding what the language should look like in terms of the one-year warranty. Wang said she liked the wording because it was much clearer. Savinski said that ideally the committee would not have to pay for maintenance, but that this is the best option for moving projects forward. She said that it is clear that the fee would only pay for one year of maintenance costs and then the project would become owned by the facility that is hosting it. Wang liked how there was a stipulation just in case it needed to be longer. Savinski would like to pass this form, and then the Rules of Operation needs to be amended and presented to the Board on Thursday. She said that she has discussed this with Ethan Glemaker. She said that the Rules of Operation currently state that the GEF shall not fund operational maintenance or on-going costs. She said that the Rules of Operation can be amended by a majority of the AS Board in consultation with the University President. Savinski said that she does not want to remove the line in the Rules of Operation. Lesser suggested editing the language.

MOTION GEF-13-W-03 byCelis

Approve the Green Energy Fee grant program project owner form.

Second: Olivier Vote: 6-0-0 Action: Passed

MOTION GEF-13-W-04 byCelis

Recommend to the AS Board of Directors to adopt the changes made to the Rules of Operations.

Second: Selvey Vote: 6-0-0 Action: Passed

Y. OTHER BUSINESS

A. Rating Tool

Savinski said she discussed with Clover to see if a rating tool was necessary to have a rating tool for deciding how GEF would fund projects. Clover said that this would be for the large grant project applications coming in soon. Wang said that the matrix used last year would work, but that it needs to be tweaked. She said that it would be a good start. Celis said that a rating tool could be useful, but he doesn't know what it would look like especially since the projects last year were evaluated very closely to see if they fit with the GEF mission. Savinski is not sure what has been done in the past. She said that the process is really different than it was before. Simpson said that when the projects were approved last year, there was more refinement and a better estimate of cost, though he thought that there was a cost range of what they thought it would be. Wang said there was a low to high range, but that all the projects were happening at once. Clover said they were given a 10% contingency for the round 1 projects. Lesser said that since there are only four projects, that the committee should just discuss each of the projects. He said that would be easiest to manage the variables and decide the funding. He anticipates that there is not a lot of flexibility in the funding of the projects. Celis said that the committee probably can't pick and choose what aspects of the project to fund. Clover said that the teams are giving the committee some leeway. She said that it is difficult to take away funds but easier to give more. Savinski said that the committee will just discuss the projects and not worry about the rating tool.

B. Deadline for reviewing applications

Savinski said that it needs to be determined how long it will take to review them and then give the committee a few meetings to make decisions. Clover said the applications are due tomorrow at noon. She said that they should be complete. She said that all of the projects have been selected, but it has not been decided how much funding they will get. Clover said she would forward all of the applications so the committee can be reviewed before the next meeting. Wang said that the committee will have to accept the applications without the project owner forms. She said that it doesn't change the information. Savinski agreed. She also said that there is no need to have a meeting next week. She said that it would give the committee time to review and the Board to approve or disapprove of the project owner form. She said that the February 5th meeting can be initial discussion and then there would be another meeting on February 12th for final decisions. Clover said that the committee said that they would read the applications and then send her questions that she could relay to the project teams. She could then invite a representative from each project to answer the questions. Celis said that questions can be considered and invite the project teams to the meeting on February 12th. Regan said some of the teams are really excited to present their projects. Savinski said she will be sending the committee a packet of information including last year's projects. She said that she will also be contacting Nicole Brown to make sure she is kept up to date because it is difficult to bring in another faculty member for one quarter. Savinski said that the small fund project pilot was taken to the board as an information item. She said that there was some generic process questions. She said that it should be brought as an action item this week. Celis said that the Student Senate will be looking over the document and discussing it.

VIII. NEXT MEETING DATE

February 5, 2013 @ 12pm in VU 460

VIII. ADJOURN

The Meeting was adjourned at 12:18