



Western Washington University Associated Students
Sustainable Action Fund Committee

Friday, May 25th, 2018 9:00 AM VU 567

Members:

Present: Annie Gordon (ASVP for Student Life), Alex LaVallee (ASVP for Business and Operations), Kate Rayner Fried (AS Sustainable Action Fund Education Coordinator), Johnathan Riopelle (AS Sustainable Action Fund Grant Program Coordinator), Scott Dorrough (Campus Energy Manager), Katie Winkelman (ESP Director), and Pauline Mogilevsky (Student at Large).

Absent:

Advisor: Greg McBride

Secretary: Chloe Callahan

Guests: Turner Campbell (new SAFProjects coordinator)

Motions:

- SAF-18-S-13** Approval of the minutes from May 18th, 2018. *Passed.*
- SAF-18-S-14** Approval of the Campus Community Collaborative for Sustainability final application. *Passed.*
- SAF-18-S-15** Approval of the Residence Hall Composting final application. *Passed.*

Annie Gordon called the meeting to order at 9:09 AM.

I. Approval of the Minutes

a. May 18th

MOTION: SAF-18-S-13 by Winkelman

Approval of the minutes from May 18th, 2018.

Second: Chloupek Vote: 5-0-0 Action: *Passed*

II. Action Items

a. Campus Community Collaborative final application

Gordon recapped that this group wanted to do an internship program with 8 students. Winkelman liked the applications and thought their application was comprehensive. Mogilevsky liked the application as well. Winkelman thought it bridged the gap between Western and the greater Bellingham area. LaVallee didn't have any concerns about the project.

MOTION: SAF-18-S-14 by Winkelman

Approval of the Campus Community Collaborative for Sustainability final application.

Second: Mogilevsky Vote: 5-0-0 Action: *Passed*

b. Residence Hall Composting final application

Gordon felt the team had been hard at work to put this application together. She had also heard positive reactions from the Residence Hall Association. The committee didn't have any concerns.

MOTION: SAF-18-S-15 by Gordon

Approval of the Residence Hall Composting final application.

Second: Winkelman Vote: 5-0-0 Action: *Passed*

III. Information Item

a. Sustainability, Equity and Justice Committee Rules of Operations

Gordon shared the updated Rules of Operation with the committee, noting the edits that were made. She asked what the contingency funding was. McBride said it came from a grant going over budget, so if a group submitted a \$100,000 grant the fund could be on the hook for \$110,000, a 10% contingency. Riopelle said at the time if a contingency came up where a group went over budget, himself and Vidana wanted the decision to go to the committee. McBride said the percentage was the maximum allowable willing to spend and that was what got encumbered by the fund. Gordon asked the committee what process they wanted to go through for contingency. Winkelman asked how often it happened that a group went over budget. McBride said it was not about how often it happened, but providing a policy and process for a committee to fall back on if they need it. Winkelman liked the listed contingency amounts in the Rules of Operation. McBride thought the committee should craft language around the project teams incorporating contingency funding in their application. Riopelle noted the groups had been incorporating some amount of contingency in their proposals. Gordon asked the committee if they felt comfortable with Riopelle and herself rewriting that language. The committee had no complaints. McBride suggested that applications include a line item for contingency to make it more clear to the committee. He also suggested editing the Renewable Energy Credits section because the SAF had transitioned over to something different. He asked whether it was expected that the representation be student or staff and thought the Rules should clarify that. He lastly suggested the Rules of Operations create a policy on how to handle reserves.

Annie Gordon adjourned the meeting at 9:45 AM.