SSN EB Meeting Minutes
Wednesday June 8, 2016
Student Services Center Room 450 12-1:00
Present: Mark, Jen, Hugh, Ali, Chelsea, Ariel, Laura, and Stacy
Absent: Jill and Desiree
Submitted by Kim

Agenda:
• Update from Mark
  o Welcome to new EB members.
  o Outgoing members will meet with new members to discuss their tasks.
• Update from Jen and Chelsea
  o Inter Sustainability Committee (ISC)
    ▪ Students from the various sustainability student groups on campus could be paired with an SSN member to work on various sustainability related projects in their office.
    ▪ There is no funding available from the SRC for this project, so departments would need to fund the project.
    ▪ SSN members would need to write up a proposal for what they want to do.
      • One example is signage on the trash/recycle bins, students could help staff with something like this.
• Bylaws
  o We need to update the bylaws and include that chair position nominees may include people not currently on the board.
  o May want to include that the Secretary position books the room for the EB and General meeting.
• Potluck at June Meeting
  o In the past the EB provided the beverages.
    ▪ We may want to see if members want to bring their own or provide beverages too along with other items.
  o SSN has 24 cloth napkins, 3 sets of 8 silverware sets, and 24 reusable plates and cups to use at our events.
  o Mark has silverware and mason jar/cups and the banner he will bring.
  o Send out announcement to members/attendees about the potluck.
    ▪ Reminding them to bring their own silverware, plate etc.
    ▪ And bring their dues for the New Year!
  o Passing of the Torrey Pine Tradition
    ▪ We may want to plant a tree on campus each year. Jen will check with Chris to see if we can do this.
    ▪ Board may want to choose a most valuable member (MVM) for SSN each year.
      • The MVM is someone who is not a current board member.
• July General Meeting
  o Meeting rooms have not been booked for upcoming year.
    ▪ Ali will send an email to new members to see if the same date and
time works for them.
    ▪ Jill and Kim will work on getting meetings booked.
  o Ali will be out for the July meeting. Chelsea will there.
    ▪ Discuss what members and attendees want to do in the upcoming
year.
    ▪ One suggestion is to have one general meeting for working groups
to meet and discuss what they are working on. Or a part of
meetings designated for this.
  o Future of SSN and engagement: Ask SSN members and attendees in what
direction do they want the SSN to move?
    ▪ Send out survey of include type of events that people want to have
in upcoming New Year.
      • Ariel will create survey in Google docs EB members to send
her ideas for types of questions we want to ask
      • Include list of speakers and events to give folks ideas of
what was suggested in the past.
        o Bee Keeping
        o Composting
    ▪ In what ways can and does SSN support the campus goals of zero
waste by 2020, carbon neutrality by 2025?
      • We may want to include signs with this information at the
staff appreciations lunch.
    ▪ Working Groups, we have a lot of good ideas, should we vote on
one that we want to prioritize for the next year?
      • Jen will send out charter to use as template for working
groups.
    ▪ We need to take more photos at our events to show the fun we are
having!
• Campus Wide Staff Appreciation Lunch – August 5th
  o The Main Staff Association on campus along with Special Events and
Protocol organizes this event
  o Ali will ask Desiree to reach out to Amanda from the SA to see what they
need us to help with.
    ▪ Last year SSN asked for volunteers to help attendees sort their
trash and recycling.
    ▪ Do they need to help again this year?
    ▪ We hope this event includes composting this year too.
• Financial
  o Mark, Jen and Hugh need to remove their names from the credit union
account. Ali, Chelsea and Stacy need to add their names to the account.
• Grant
- The person/people receiving the grant need to submit receipts/paperwork to get check.
- Jen will check in with Andrew this year’s grant recipient
- Next General Meeting June 16, Potluck Party Dolores Huerta-Philip Vera Cruz Room.