I. Announcements and Business
   a. Life Science Supplier Sustainability Fair -3/11/15: IPPS and CORE Bio put on a sustainability fair showcasing the environmental practices of UCSD’s top life science suppliers
      i. This was the first event of this nature, and it consisted of supplier seminars and a tabletop show presenting suppliers’ sustainable products or practices
      ii. Photos will be shared at the General Meeting 3/19/15
      iii. Gayle will speak briefly about the event at the General Meeting 3/19/15
   b. Business Cards
      i. Gayle ordered 100 plant-able business cards
      ii. Will place another order closer to Earth Week if needed (Gayle to check bulk pricing)
   c. Banner
      i. There were some difficulties with getting the banner purchased. It will be ready by Earth Week
   d. SSN Logo Usage
      i. Ruth Montouri hosting a VCR drive during Earth Week (will upcycle old VCR’s into robots for a movie), interested in using SSN logo to endorse
         1. We asked Ruth to run the materials by us prior to using the logo
II. Next General Meeting (3/18/15)
   a. Brian & Jen will provide an update on the Staff Projects (< 5 minutes)
   b. Iris Magid will present a Waste Reduction Working Group Update (15 min)
   c. Gayle will provide a quick overview of the Life Science Sustainability Fair & show pictures (5 minutes)
   d. Paul Jamason and Mark met with SSC (Student Sustainability Collective) regarding Transportation.
      i. The SSC is planning on writing a letter to UCSD Management voicing their concerns about the new parking structure being built. The SSC would like to work with SSN and get its approval/endorsement.
      ii. We will have SSN members vote on sending the letter.
         1. The Exec. Board will review the letter before sending.
   e. Summer Staff Picnic
      i. The Chair Elect for UCSD Staff Associations has reached out to SSN for greening the Summer Staff Picnic
         1. Get an SSN individual or Team (Zero Waste?) to take this on, work closely with Chuck Morgan
         2. This will be announced at the General Meeting
III. Group Check-In
a. Mental Health Check: If you are feeling overwhelmed with your role/tasks, tell someone or ask for help (this includes members)!

b. We are doing pretty well with getting new members and publicizing our Staff Association.
   i. Members are coming in steadily
   ii. Increasing Membership volume
      1. Idea to reach out to departments that don’t yet have someone who is a member
   iii. We have events planned
   iv. Staff Orientations
      1. Mark will find out if Staff Associations/SSN is being mentioned at Health Sciences new hire orientation. Would we be allowed to do the following?
         a. Have someone present at the new hire orientation (quick 10 minutes)
            i. Focus will be Sustainability on Campus
            ii. SSN members would rotate, perhaps an SSC student would be interested in joining
            iii. We could hand out business cards for HR to hand out.

c. Publicity: Laura Margoni from the University Communications Department will write an article about the SSN Grant Staff Project
   i. She will be invited to the General Meeting, where the decision will be presented

IV. Staff Project/Grant
a. We need to make sure that we have support from all related campus departments/resources that might be impacted by executing the project.
   i. Project Leader and SSN EB (Jen and Brian) will check in with the departments
b. Gayle will put together a document on how to get reimbursed
   i. Personal reimbursements are easier than purchasing through index
   ii. Jen, Brian, and Gayle to discuss offline

V. The Zone Tour: After June 15th, the Zone can accommodate a tour for up to 35 people (contact: Jerry Phelps). Logistics still need to be figured out.
   a. Brian will reply to Jerry with a date.

VI. Earth Week
a. Vermicomposting Workshop (Sasha)
b. Tabletop (Kimberly O’Connell)
   i. We will have 2 tables, 1 for the plant sale
      1. Chris Johnson will provide the plants, a cash box, and some change for the plant sale. He will also bring a poster board and markers for prices
      2. SSN will hand out plantable business cards
      3. Krista Mays (HDH Sustainability Coordinator) will let us borrow her game where you move items on a board to show if they should go to the trash, be recycled, or composted
4. Brian will provide a sign-in sheet and clip board so people can provide their contact info if they would like to learn more about SSN
5. Still need: Giveaway items, info to provide about SSN.

VII. Mark’s Fundraising Plan
   a. Source of funds will be broken up into internal and external funds
      i. Internal Funds
         1. Membership fees
         2. Campus Support Funds
         3. Fundraising Events
      ii. External Funds
         1. Business Partnerships
         2. EPA Grants
         3. Crowdsourcing (e.g. GoFundMe site)
   b. Required
      i. Set up an SSN Fund: Someone needs to be a “PI” and fund manager.
         1. Jen can help build the relationship between SSN and Development
      ii. Getting Support from Outside Organizations
         1. Member ideas and connections
         2. Discounts: Reach out to businesses who provide discounts to AS
         3. Fundraising Sale
         4. Need a business to become a sponsor (get advertising in return)
         5. Crowdfunding –would be more appropriate for funding a specific project
      iii. Mark, Brian, and Jen to meet with Corrine Cramer (Advancement) to set up the fund.

VIII. Next EB Meeting
   a. Start thinking about your future in SSN –would you want to be on the Executive Board
      i. The Chair-Elect has to be someone who was on the EB the previous year.