



MEETING MINUTES

Meeting Date 2.6.2013 **Time:** 10 – 11 am **Location:** BC-1045
Meeting Leaders Mario Enriquez, Mark Williams,
 Clayton Trover **Scribe** Sharon Quick

Agenda Items	Process/Responsible
1. Welcome and Introductions	Participants
2. January 6 – Minutes/Action Items Updates	Participants
3. Earth Day 2013	Linda Saunders / Sharon Quick
4. Combined Workgroups	Leadership
5. Budget	Group Chairs
6. Display Board	Sharon Quick
7. Workgroup Reports	Co-chairs
8. New Business / Open Discussion	Group
9. Next Meeting	March 6, 2013

Actions:

❖ Welcome to 2013 –

- All participants introduced themselves and new ones were welcomed.
- New Members present
 - Mrs. Cindy Azziz, Office of President
 - Katie Spitler, Student Government Association
 - Garnett Johnson, Augusta Office Solutions
 - Cindy Bailey, Student Services
 - Jana Johnson, Institutional Effectiveness
 - Clay Sprouse, Office of Internal Audit
 - Kerry Cartledge, College of Dental Medicine Administration
 - Allen Edmunds, College of Nursing

❖ Last Minutes Action Items Updates

- Earth Day Event 2013 invitation and sponsorship letters are being sent out as vendors become vetted and show interest
- Participants are asked to review and sign up on Task Sheets, according to their availability. Contact Linda Saunders to inquire how you can help.
- As a possible funding source, Employee Advisory Council is looking to recycle used printer/ink cartridges on the University. Contact Kerry Cartledge or Allen Edmunds for pick-up information.
- Garnett Johnson, with Augusta Office Solutions recycles used printer/ink cartridges for the Medical Center. He is open to the opportunity to work with the University as the print management program becomes institution-wide.

- ❖ **Earth Day 2013 – April 19, 2013**
 - Linda Saunders continues to contact potential vendors for booth registration and sponsorship opportunities
 - Clay Sprouse suggested to close a section of Laney-Walker for the Earth Day Event and have a “block party”
 - Mrs. Azziz has agreed to contact Paine College’s first lady for possible participation
 - Cudos2u was listed as a possible vendor to redo Earth Day banners
 - Suggestion was made to use the university’s performing arts program as a possible music option

- ❖ **Combined Workgroup and Names**
 - Members approved to combine workgroups down to three
 - Sharon Quick will sent out email of workgroup name options and have members vote

- ❖ **Budget**
 - Group approve purchase of new generic banners
 - Suggestion was made to have a printer vendor pledge a 3-year sponsorship to print banner by allowing vendor’s logo to be featured

- ❖ **Display Board**
 - Members approved proposed posters to use for tri-fold display board when displaying Green Team information at vendor shows and events.
 - Cost of color posters approximately \$80.00
 - Print “Volunteer” Posters for the Green Team Earth Day Event to advertise on GRU buses, Jag Express and to display throughout campus locations

- ❖ **Workgroup: Education and Awareness**
 - Group still working to secure grant funding opportunities

- ❖ **Workgroup: Environmental**
 - Group is working on booth for Earth Day
 - Provide give-a-ways at booth
 - Have Scott Davis conduct “Adopt-a-Spot” during Earth Day Event

- ❖ **Workgroup: Purchasing**
 - Group continue in efforts to secure vendor for Enterprise recycling program
 - Working on Earth Day Booth

- ❖ **Workgroup: Recycling**
 - No report

- ❖ **Workgroup: Utilities/Facilities**
 - No report

- ❖ **Workgroup: Policy/Grants**
 - No report

- ❖ **Workgroup: Finance**
 - No activity to report this month

- ❖ **Open Discussion**
 - Group approved to combine the workgroups as follows:
 - Education and Awareness, Environmental, and Recycling should become one group
 - Purchasing, Policy/Grants, and Finance should become one group
 - Utilities/Facilities
 - Email will be sent out requesting your vote on name choices
 - Remember GRU Day of Service, Feb. 9
 - Meet at Augusta River walk to pick-up trash with the City of Augusta

- ❖ **Next Meeting-** March 6, 2013, BC1045.

**Thanks for being a part of the GRU Green Team!
2013 Earth Day volunteers needed!
www.gru.edu/green**

