

USF Student Green Energy Fund Council



Friday, January 19, 2018 – SVC 1073

Time: 3:00 pm – 4:30 pm

Meeting Minutes

In attendance:

Council Members

Barbara Bushnell, Nainan Desai, George Philippidis, Gviana Goldberg, and Brian Mwaliko (Alternate) Maria Rodriguez, Drew Templeton, Robin Rives, Lynecee Romelus, and Harold Bower (Chair)

Absent: Sujit Chemburkar, Kebreab Ghebremichael, Raymond Mensah, Chris Marks (Alternate), and Aladdin Hiba

Observer(s): Melody Rainey and Simone Scott (Observers)

First Order of Business:

The previous meeting minutes were not approved for November 2017. No meeting was held in December 2017; therefore, no meeting minutes for December 2017. The meeting minutes for November 2017 were sent to the SGEF council via email on Monday, November 27, 2017. All meeting minutes are posted for the public at <http://www.usf.edu/student-affairs/green-energy-fund/meetings/minutes.aspx>.

Financial Update:

Cash balance as of 01/17/2018 is \$2,498,640. Active Projects RSA - prior year awards (\$1,498,766), Active Projects RSA - FY 17/18 awards (\$619,469), projected operational expenses (\$19,609) and the total projected expenses of (\$2,137,843) brings the projected available cash to \$360,797. The FY2018 remaining estimated fee collection is \$102,343. The 10% contingency (\$102,648) and a 5% reserve of (\$51,324) brings the projected available cash to award in FY2018 to \$309,168.

Public Comment

Michele Northrup from the Learning Gate School in Lutz, Florida co-sponsors EcoFest which is Earth Day for Tampa. In years past the Learning Gate School partnered with the City of Tampa and the University of South Florida in planning EcoFest. Earth Day discussion is part of the agenda for this meeting, so Michelle will be providing any insight needed in hopes of partnering again for Tampa Bay's 2018 EcoFest.

Unfinished Business:

None.

New Business:

- **Carbon Offset Foundation Fund**

Discussion postponed. Please note the following clarification provided by Foundation. During setup of the Carbon Offset Fund, the area specified by the USF Foundation Business Office and the manner in which the Unstoppable site functions, the USF Carbon Offset Fund can only be accessed through a search for that fund name/number of the single fund site that was provided. The fund is available on the faculty/staff site for payroll deduction by searching the fund number/name.

- **Strategic Visioning**

(See attachment)

The council was presented a slide presentation to discuss strategic visioning for the SGEF. The council asked how advertising could be done to push this vision. One way would be through the SGEF website. Also, Student Affairs and Student Success has the means to reach all the demographics on campus.

The council asked how the projects would be chosen. Projects would be prioritized based on the council's review just like all other proposals are reviewed. A MOU (Memorandum of Understanding) would need to be set up for revolving funds coming back into the Green Energy fund.

- **Memorandum of Understanding (MOU)**

We have the opportunity to work with General Counsel to formally set up a Memorandum of Understanding (MOU). The MOU would encourage commitment of ownership of projects from departments. The MOU would also ensure cost sharing and return savings sharing to the Student Green Energy fund.

Motion voted and approved.

- **SGEF Meeting Date & Time**

The council members agreed to move the meetings to the third Friday of every month from 1:00pm-2:30pm.

Council voted and approved the new time.

Activities Updates

- **Earth/Arbor Day**

The chair discussed the need to decide how Earth Day should be handled this year. Last year a massive effort was made to get students to attend EcoFest which was not very successful. It was successful to raise awareness of University of South Florida in the community and alumni. However, the focus needs to be for the students. Michele Northrup from the Learning Gate School suggested that the media could draw attention for donations toward our funds. The chair pointed out that this would mostly benefit sponsorship and university promotion.

Students had finals around the date of EcoFest or were not aware of where USF's booth were located at EcoFest, which contributed to the problem. Student Affairs and Student Success event planners are discussing having sustainability booths and presentations at the April 18, 2018 Bulls Market and the April 19, 2018 Farmer's Market so that the SGEF can have Earth Day/Arbor Day on the USF campus to raise awareness.

The chair recommended that members of the council form a committee. Comments from the committee can be sent out to the rest of the council via email. Committee meetings include the following SGEF Council members – Barbara Rushing, Robin Rives, Nainan Desai and Gviana Goldberg.

Announcements

- **NBG Promotional Contest**

The council discussed ways in which to build excitement and awareness of the Carbon Offset (Neutralize Bull Gas) foundation fund. The council suggested having a contest or a scavenger hunt. Another team will be formed to discuss these ideas. The NBG promotional team includes SGEF Council members – Brian Mwaliko and Drew Templeton along with existing project investigators Adam Burrell and Samantha Szatyari.

Currently the Carbon Offset foundation fund has a balance of \$195.60. Future financial reports will include the fund's monthly balance. There is a donation link on the SGEF website here <http://www.usf.edu/student-affairs/green-energy-fund/index.aspx>.

Meeting adjourned at 4:25 pm.