



Minutes

Tuesday, March 10, 2015

6 PM, Robert Gilliam Municipal Complex,  
City Hall, Second Floor South Conference Room, 150 Dexter Ct.

**A. Call to order (chairperson)**

**B. Roll Call (staff liaison)**

Chairman Masterson as well as Commissioners Segel, Knoerr, and Hernandez were present.

**C. Approval of previous meeting's minutes**

The February 2015 minutes were approved.

**D. Discussion Items**

Chairman Masterson motioned to address the agenda out of order, due to presenter time constraints. The motion was approved.

**1. Recycling Event at Gail Borden Public Library in June. Presented by Danielle Henson and Gary Masterson.**

Danielle Henson spoke to the commission about this year's recycling event to take place at the Gail Borden Public Library. In previous years, the library had a very successful craft swap, where folks could drop things off they don't want, and people that need things can come in and get what they need. Danielle stated that another need in Elgin is community sharing, and it's possible to make that type of recycling a lot of fun. The library would like to have some Green Expo-like speakers and presentations. With the idea from the old event, they want to engage men too, so they are going to have a tool swap as well. They also want to include document shredding at this event. The library decided to marry to the two events and add speakers. Danielle discussed potentially having a record swap and fashion show by the river, and for that, a tent will be needed. The Habitat for Humanity tent will be out. They would like to also include electronic recycling, as well as organizations such as Cinderella's Closet, the Salvation Army, and Goodwill. Anything that isn't swapped, can then be taken in by these organizations. The library can gather 30 volunteers to work different areas of the event. Danielle has not developed a budget for the event yet, but estimates the need for \$500 for tent and tables, and about \$300 for the shredding truck. She believes the entire event can cost under \$1000. She suggested the city of Elgin loan a few easy-ups tents for the event. The event will likely be called "Swap This," and take place on Saturday, June 13, from 12:00-4:00 p.m. Commissioner Segel suggested they create a video to raise awareness. Social media could also be used for promotions with hashtag: #swaphis. Commissioner Hernandez suggested the library look into bringing a group from Elgin Community College (ECC) that recycles T-shirts into scarves. Commissioner Hernandez also informed Danielle that there is a group at ECC

that creates different things out of recycled electronics. The commission spoke in favor of the event and asked Danielle to propose a budget that can be reviewed at the April 2015 meeting.

**2. Proposal from Elgin Community College regarding Sustainability Maker Faire 2015**

Nadia Daley, Steering Committee Lead for the Collegiate Entrepreneur Organization (CEO) at ECC, introduced the Sustainability Maker Faire event and the grant proposal. Professor Glenn Earl as well as student, Melinda, were present with Nadia. The event incorporates middle schools, high schools and nearby colleges. They want to reach all the communities that ECC serves. They would like the commission to provide what they can as far as displays, videos, etc. They hope to have 2,000 attendees in the gym and would also like our help with outreach. Since there is no Green Expo this year, they have contacted Sigi for contact information regarding previous Green Expo vendors. They hope to make up for a void in green events in the area this year. The “Maker” movement is very popular right now, and that is another aspect of the event. People like to “do it themselves.” Middle school kids will bring their own maker projects. There will be plenty of education, and also fun activities. After the event overview, the commission scored the event as follows:

**Event Grant Scoring Sheet**

Project: ECC Sustainability Maker Faire

Date: 3/10/15

1. Municipal Compatibility
  - a. Project integrates with the City’s Sustainable Master Plan and is consistent with City policy and ordinances (0 to 10 points) **10**
  - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **10**
2. Community Benefit
  - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals (0 to 15 points) **15**
  - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **15**
3. Participation
  - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10**
  - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **10**
4. Project Feasibility
  - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10**
  - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10**
  - c. The proposed project meets all grant guidelines and provides detailed matching contribution by identifying specific dollar matching amounts and specific volunteer scheduling as opposed to generalized representations of matching dollar amounts or volunteer support (0 to 10 points) **10**

Total: **100/100**

Comments: ECC’s accounting department will work separately to manage the budget.

The commission awarded ECC's Sustainability Maker Faire 100/100 points. A motion was made and passed in support of the event, with the Sustainability Commission providing \$3000 in funding.

**3. Proposal to sponsor Hawthorne Hill Nature Center's 2<sup>nd</sup> Annual Earth Day Celebration. Presented by city Naturalist, Maura Neuffer and liaison, Molly Center.**

Liaison and former naturalist, Molly Center, along with current naturalist, Maura Neuffer, presented a proposal for commission sponsorship of the 2<sup>nd</sup> Annual earth Day Celebration at Hawthorne Hill Nature Center. The proposal included an overview of last year's success, plans for this year, as well as a budget. The proposal asked for \$500 from the Sustainability Commission to help with funds to pay entertainment as well as pay for freebies. The liaison suggested they purchase a sustainable item, such as a plastic reusable water bottle, which can have printed both the Sustainability Commission logo, as well as Hawthorne's logo with Earth Day text added. After the event overview, the commission scored the event as follows:

**Event Grant Scoring Sheet**

Project: Earth Day Celebration at Hawthorne Hill Nature Center

Date: 3/10/15

1. Municipal Compatibility
  - a. Project integrates with the City's Sustainable Master Plan and is consistent with City policy and ordinances (0 to 10 points) **10**
  - b. Project or activities require minimal maintenance and staff time (0 to 10 points) **Not applicable, Hawthorne Hill Nature Center is a city entity.**
2. Community Benefit
  - a. Project proposes a creative approach to a neighborhood need or enhancement that helps meet the SMP goals (0 to 15 points) **15**
  - b. Project activities address a highly recognized need within the neighborhood (0 to 15 points) **15**
3. Participation
  - a. Project includes opportunities to involve neighbors in shaping and carrying out the project (0 to 10 points) **10**
  - b. The project promotes opportunities to form partnerships with other groups or organizations to complete joint projects or activities (0 to 10 points) **10**
4. Project Feasibility
  - a. The proposal demonstrates excellence in design, planning, and execution of the proposed project or activity (0 to 10 points) **10**
  - b. Budget reliably represents the projects expenses and revenue (0 to 10 points) **10**
  - c. The proposed project meets all grant guidelines and provides detailed matching contribution by identifying specific dollar matching amounts and specific volunteer scheduling as opposed to generalized representations of matching dollar amounts or volunteer support (0 to 10 points) **10**

**Total: 90/90**

Comments: Score is out of 90 points, as the commission found 1b not applicable to this event.

## **E. Working Group Reports**

### **F. Old Business**

#### **1. Gail Borden Public Library partnership**

##### **Update from Gary and Christie**

Danielle, Staci and Christie from the library met, and discovered they are already doing so many sustainability-related items. They want to develop a logo to use across the city to highlight the programs that are specifically created with this theme and content, in order to speak louder of our efforts and reach more people. One event they will pursue is Book to Action. This undertaking would include finding a book on a specific topic, and getting the community together to do some service project related to that topic. The library may be looking for funding with book-to-action event. Another event would be a butterfly camp at the Rakow Branch, Monday, June 15-Friday, June 19, with each day featuring some aspect of butterflies, native species, and more. They will contact Charlene Breitlow, "the butterfly lady". Other staff has been working closely with Tom Armstrong on "Bike, Walk, Move" week, which takes place the last week of June, the 21-28, in Elgin. A bike drive takes place that Saturday. Having the alternative fuel truck from ECC would be beneficial at this event too. They suggested having a machine-working bike from Chicago. Although there will be several events during that week, they want to capitalize on the sustainability factor of the bike, and run a STEAM camp for kids. Danielle is working on a big recycling event in June, which she will talk about today. Commissioner Segel suggested we try to make videos during these programs that we can share with schools, to have a ripple effect. Gary suggested some local high schools or colleges have video classes where they may be able to work with us.

#### **2. Habitat for Humanity partnership**

##### **Update from Kathy Haerr, Judi Brownfield, and Commissioner Segel**

Kathy and Judi gave a background on the Habitat for Humanity partnership that was discussed briefly at the January meeting, to help bring the audience up to speed. They would like to create a resource center, with an interactive education piece at Habitat for Humanity. They could also have Food Day workshops there, and everything else that is tied into the home and living. Commissioner Segel commented that it could stimulate projects from organizations that could have visibility in the space. Kathy mentioned that she was asked to be project manager for a Tiny House project. It would be built on wheels so it can be moved around for events, or to showcase at different locations. She also announced that March 28 is Earth Hour, and many surrounding communities honor this event. From 8:30-9:30 p.m., people turn off all electricity, or just the lights. Chairman Masterson asked if people from Habitat for Humanity could come to a meeting and describe the vision. Commissioner Segel reached out to Habitat and noted that Saturdays are not good for visits, but rather weekday evenings. Kathy and Judi suggested they could put together a project budget and installation. Habitat had told Kathy, Judi and David that they can give them a key if necessary for installing displays after regular business hours. Commissioner Knoerr asked that the liaison check with legal department to see if there are limitations to where the commission meets, and see if it requires a contract. The commission agreed that each person would commit to stopping by Habitat for Humanity on their own time to check out the space. The commission asked Judi, Kathy and David to draw up a plan for the space by next meeting in April.

#### **3. Sustainability Honor Roll**

**Award decision and updates from liaison on presentation options. Final review of paragraph for Neighbor Newsletter**

The commission agreed that regardless of shape of the award, the material must be glass. Chairman Masterson and liaison would go to Anderson's Engraving before the next meeting to order the award. Liaison is to email Deb in regards to her award as well as see if she is available on Earth Day to come to Hawthorne Hill Nature Center. The paragraph on Deb Perryman was approved to be placed in the April 2015 Neighbor newsletter, with a photo provided by Deb.

**4. ComEd Green Region Grant**

The ComEd Green Region Grant has a deadline of March 15. It requires a governmental sponsor. Kane County was awarded it last year, so they cannot receive it a second year. The commission would like to consider applying for the grant with ComEd next year, when there is more time to plan. The commission could apply for grant, and then bring it before City Council and ask them to approve and provide matching funds.

**G. Commissioner comments/announcements**

**H. Adjourn**

The City of Elgin is subject to the requirements of the Americans with Disabilities Act (ADA) of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact ADA coordinator, at (847) 931-6076, or TTY/TDD (847) 931-5616 promptly to allow the City of Elgin to make reasonable accommodations for those persons.