Rapid City Sustainability Committee
Meeting Minutes
May 14, 2018 – 5:30 PM
Hoyt Room, Public Library, Rapid City, SD 57701

1. Attendance
   a. Members Present: Alan Anderson, Kevin Crosby, Don Martinez, Kelly Moore, and Lysann Zeller
   b. Absent Members: Dr. Jennifer Benning, Danielle Gage, Eirik Heikes, Kelli Juhl, Jason Phillips, Matraysa Punderson, and Sherry Thurston
   c. Guests: Liz Kaiser (Regional Health), Bryan Mitchell (WDT), Todd Anderson (WDT), and Western Dakota Students (Tanner Blank, Joseph Cattin, Nick Smith, Jonathon Eggers, and/or Matthew Kerner)

2. Call to Order
   a. The meeting was called to order around 5:40 pm.

3. Officer Reports
   a. Secretary - April 23, 2018, Meeting Minutes: The meeting minutes were discussed and Lysann suggested a few minor edits. Approval of the minutes was tabled due to the number of committee members in attendance not constituting a quorum.
   b. Social Media Coordinator: Matraysa was not present so no updated was provided.

4. Subcommittee Reports
   a. Awards (Don):
      i. Western SD Community Action (Don) - July 16: Don has confirmed that 2 people from WSDCA will be attending the award presentation and he will have a press release ready for this award at the next meeting. The date needs to be confirmed with Lindsey Seachris in the Mayor’s Office.
      ii. Rapid City Regional Hospital (Lysann) - Oct. 15: The details for the presentation of this award will be worked on after the WSDCA award is given.

5. Guest Speaker Presentations - Schedule
   a. Western Dakota Tech – Aquaponics Greenhouse: Kelly has been in touch with Western Dakota Tech and invited them to today’s meeting to present about their aquaponics project that was selected as a Community College Innovation Challenge Finalist by the National Science Foundation (NSF) and the American Association of Community Colleges (AACC). The Western Dakota Tech (WDT) staff and students were not present at the meeting at this time.
   b. Upcoming Schedule:
      i. June 25: Elizabeth Kaiser (Regional Health) is confirmed to present at the June 25th meeting.
      ii. October 22 (tentative date): Natural Engineering (Army Corps of Engineers) – Dr. Benning is working out the details.
      iii. October 22 (tentative date): A seminar on electric vehicles for this fall was discussed in detail. The date may be changed, particularly if there is a benefit to having it be scheduled closer or further from the Vucurevich Foundation speaker, J.B. Straubel from Tesla, on September 25th. Lysann suggested a subcommittee be formed to start working out the details and Kelly and Don both volunteered to be involved. It was suggested that Sherry would probably be interested in being on the subcommittee as well.
      iv. January 21: Community Solar (GenPro – Sara Lynn Pesek and/or EcoWorks – Sonny Rivers) – Don said Black Hills Energy would like to be included as part of this seminar.

6. Old Business
   a. Annual Report:
i. The current draft presentation was discussed, which included an additional slide about the Earth Day Expo. If you have comments or suggestions, please send them to Lysann so she can update the presentation.

ii. The annual report presentation is schedule for the June 4th City Council meeting. Jason has volunteered to present and Kelly said he would plan to as well. Kevin will be out of town.

iii. Kevin has verified that the annual report presentation does not need to go in front of the Public Works Committee. He will check with the Mayor’s Office about handouts and make sure the presentation is submitted to the Mayor’s Office the week prior to the June 4th City Council meeting, as required.

b. Remote Meeting Attendance: Based on discussion at the last meeting, Kevin proposed the following bylaws addition to #2: “Committee members who occasionally cannot be physically present at a meeting are encouraged to attend and participate remotely via phone. Remote attendance of this sort shall not be counted toward a quorum and votes may not be cast by the member participating remotely.” A quorum was not present at the meeting to vote on this amendment to the bylaws so it was tabled for consideration at the next meeting.

c. Officers Position Descriptions: Kevin provided proposed officer position descriptions. A vote to recognize or acknowledge these descriptions was not possible due to the lack of quorum at the meeting and so this item was also tabled for consideration at the next meeting.

7. New business
a. Committee Officer Elections: Elections will be June 11. Email Kelly if interested in an officer position.

b. Strategic Plan: Kevin said the bylaws (#13) require an annual update and he would like to discuss this at the next meeting.

8. Informational Items
a. Earth Day: Kelly said there is money available from the Earth Day Event for use by the Committee, like last year when a retractable banner sign and nametags for members were purchased. Kelly has looked into ordering polo shirts for all members and gotten some info on pricing. Lysann suggested the money may be better spent on marketing materials for the Committee, such as a new banner, brochure printing costs, items to handout at events, etc. Kelly said he would check into this.

b. Upcoming Meetings & Events:
   i. May 28: No meeting (Memorial Day)
   ii. May 29: RCSC annual presentation to the Public Works committee
   iii. June 4: RCSC annual presentation to the City Council
   iv. June 11: RCSC meeting: election of officers
   v. June 25: RCSC meeting: Including 15 minute presentation

c. Fall Meeting at Horizon Point: Don is going to check into a potential date to hold one of the Committee’s fall meetings at Horizon Point (Black Hills Energy’s new headquarters).

9. Western Dakota Tech – Aquaponics Greenhouse
a. Staff and students from Western Dakota Tech appeared at this time and provided an overview of their project and the work they are doing with an automated aquaponics system to alleviate food deserts that have been identified in the community. Future plans involve the setup of an aquaponics system in a geodesic dome to create a year-round growing season that could potentially be utilized in Rapid City and replicated elsewhere. The team is headed to Virginia in June to present their ideas to National Science Foundation members and potentially members of Congress in Washington, D.C. Committee members asked the staff and students several questions and requested that they update the Committee when they return from their NSF trip.

10. Adjournment
a. The meeting was adjourned at 7:02 pm.

Minutes taken by Lysann Zeller.