City of Rapid City - Sustainability Committee
Meeting Minutes
November 26, 2018 – 5:30 PM

0. Attendance:
   a) Members: Kevin Crosby, Jason Phillips, Lysann Zeller, Alan Anderson, Kelli Juhl, Sherry Thurston, Dr. Jennifer Benning, Kelly Moore, Danielle Gage, Don Martinez, Matraysa Punderson
   b) Absent Members: None
   c) Liaisons: Beth-Anne Farley
   d) Guests: Eva Chase (BHSU), Cash Phillips, Elizabeth Kaiser, Sara Pesek (GenPro)

1. Call to Order
   a) Kevin called the meeting to order at 5:30 pm.
   b) Agenda review and approval
   c) General Public Comments (a time for the public to express concerns to the Committee on any issue not on the agenda)
      - GenPro has a lunch and learn on 12/4/18 from 11:30 to 1 pm. Location: Joy Center BHSU campus Spearfish, SD
      - SD Army National Guard is ranked 3rd in the nation for sustainability. They will move on to compete worldwide against other National Guard units.
      - Citizens Climate Lobby (CCL) went to D.C. to lobby on the Hill for climate policy
         - It seems that the SD representatives among other representatives have a heightened awareness and interest in the goals of CCL.
         - 18 out of the 45 representatives that were previously in favor of CCL initiatives are no longer in office.

2. Officers Reports
   a) Minutes (Jason): Lysann made a motion to approve the October 29, 2018 minutes. It was seconded by Jennifer and voted through by all.
   b) Social Media (Matraysa): Matraysa needs photos to post on social media. They don’t necessarily need to be related to a specific project, she just needs good photos. She said every time she makes a post on social media we get up to 10 new followers. Use the RCSC gmail account to email photos.
   c) Treasurer (Danielle): None – There was some discussion on spending the $1,500 that has been budgeted for the committee because it does not roll over into next year and there is no guarantee the committee will keep getting a budget to operate with. Lysann said she would look into what the RCSC needs.

3. Subcommittee Reports
   a) Education/Events/Outreach
      - Sherry and Kelli said they will co-chair this subcommittee
      i. Award Application for BREAD Root
         - Jan. is the next month to present an award
         - Award still needs to be reviewed – there was discussion on how the awards are going to be handled moving forward with the new subcommittees. The Education/Event/Outreach subcommittee will review the award application and go through the checklist to make sure everything is complete and ready to be voted on by the committee. Upon
approval the subcommittee will handle the logistics of getting on the City Council’s agenda, the press release, and getting the plaque made.

ii. January solar Event
   • No update

iii. Earth Day
   • 19 out of 35 vendors ae confirmed
   • Dacotah Bank is supplying a tent
   • Looking for two main speakers
   • Event will be on Saturday 4/20/19 instead of Sunday
   • There was discussion about being affiliated with March for Science to try and influence more attendance

b) City Facilities
   • Reached out to the city on following up with the energy audit that was completed by the SDSM&T Hardrockers sustainability team. They want to see where the city stands on the upcoming renovations to the CSAC building and encourage the city to become more energy efficient.

c) Sustainable Development
   • None

4. Old business
   a) Remote Meeting Attendance: (Room 605.721.3358) – by request only
      • www.uberconference.com/rapidcitysustainability and/or call 781.448.4875 pin 69244
      • Need to specify if you are going to call in for remote access

5. New business
   a) Membership update:
      • Erik resigned from the committee, but is still interested in being a member of the sustainable development subcommittee.
      • Kelly also resigned, but said he would be an alternate or remain a member if able to remotely participate. He also wants to be a part of a subcommittee, he basically wants to keep helping out in whatever capacity is needed by the committee, but will be traveling quite a bit.
      • Replacements- Liz Kaiser and Eli Thurston were the next applicants in line to take a membership role, but have since moved on to other activates that take up their spare time and are no longer pursuing member status. Eva Chase has applied and is waiting for official approval from the Mayor. Thus, there is the potential for one voting member upon Kelly’s departure and the two new alternate potions.

b) Adjust bylaws to change meeting structure:
   i. 3. The Sustainability Committee shall have two (2) regularly-scheduled monthly meetings. The second meeting of the month will be structured as a working meeting including time for subcommittees to meet. Additional meetings may be called by the Chairperson as deemed necessary.
      • There was discussion on if it is necessary to change the wording in the bylaws to reflect a working meeting for the subcommittees to work towards accomplishing their task/goals to meet the committees overall strategic goals set forth by the strategic plan. In conclusion of the discussion the following motion was made:
Danielle made a motion to do a 3 month trial to have the second meeting of each month be a working meeting for the subcommittees. It was seconded by Don and voted through by ALL.

c) **Modify bylaws to allow email voting:**
   i. Email voting shall be allowed given the following special requirements: the chairperson must send the email to all members, at least 72 hours must be allowed for responses, and a quorum (one half of voting members) must respond.

   Please review the above suggested change to the bylaws and be prepared to discuss and make a vote on this matter at the next scheduled meeting (12/10/18)!

6. **Informational Items / Upcoming Meetings & Events**
   a) **Upcoming Meetings & Events:**
      - *RCSC meetings: December 10*
      - *No regular meetings on holidays: 12/24*

7. **Subcommittee Working Session**
   a) Name
   b) Roles
   c) Meeting Logistics
   d) Strategic Plan
   e) Initial Focus
      - Each subcommittee needs to start thinking/working on the above line items

8. **Adjournment**
   a) The meeting was adjourned at 6:38 pm.

9. **Additional Information**
   a) [http://www.rcgov.org/public-meetings/city-committees/standing-committee-on-sustainability-497.html](http://www.rcgov.org/public-meetings/city-committees/standing-committee-on-sustainability-497.html)
   b) [www.facebook.com/RapidCitySustainability/](www.facebook.com/RapidCitySustainability/)

*Minutes taken by Jason Phillips.*