

Library Environmental Committee

Meeting Minutes 2/23/2016

Present: Emilia Marcyk (Chair), Pat Olson (Recorder), Loretta Crum, Tim Kiser, Jonah Magar, Stephanie Perentesis, Eric Tans, Aaron Tomak

1. ZeroWasteMania (ZWM) updates and follow-up from previous meeting

- a. ZWM begins this week. Jonah asked Kris Jolley for additional information to inform promotional efforts, but didn't get much beyond prepared responses.
- b. Eric and Jay Johnson completed a library walk-through with Dave Smith. LEC plans on making some enhancements specifically for ZWM, including additional compost bins near Sparty's and increased signage for the bins. Compost bins may be placed in old newsstands, which would hold signs and improve visibility.
- c. LEC debated sending an email to staff promoting ZWM and RecycleMania together. Committee agreed to promote ZWM only in the email to avoid confusion.
- d. Jonah has already talked to Holly Flynn to arrange additional promotion, has worked with Kelly Sattler to put a rotating promo on the library website, and will follow up with Dave Smith for additional information
- e. Jonah's next EcoGram will also advertise ZWM
- f. Other ZWM promo ideas:
 - i. Discussed Loretta's idea of profiling a particular staff member each month who manages waste well. Committee will go forward with this, focusing on a single image and caption that captures an action this person takes that reduces waste. Content will be distributed on social media (after arranging with Katie Diamond) and embedded in the monthly EcoGram. Loretta will be first person profiled, with target date of February 29.
 - ii. Discussed potential partnership with LSA—not just for ZWM, but for all things

2. LEC website—updating content and general maintenance

- a. Heidi Schroeder's name has been removed
- b. Will remove LEC video
- c. Loretta volunteered to check for broken links twice a year. Committee will discuss addition of any new links.
- d. Aaron has been maintaining the Meetings page. Emilia will maintain Meetings pages going forward, and will remove previous years' meeting schedules.
- e. EcoGrams: discussion of whether or not to remove this page altogether, but there's a desire to maintain the historical record. Committee agreed to pursue a shared drive solution and delete the EcoGrams page. Loretta will follow up with Systems about getting an LEC shared drive.
- f. Remove member names from About Us page.

- g. Remove "Compose the monthly EcoGram" from Recorder Duties
- h. Events page: move this content to the new shared drive and delete page.
- i. Emilia will post minutes to the website and will remove unwanted pages as discussed
- j. Committee made a mental note to ask Ranti Junus and Emily Sanford about analytics for the LEC website

3. New business

- a. Library-wide mini bin mandate status remains ambiguous. Originally planned to roll out at spring all-staff meeting, but older LEC notes indicate Cliff will contact LEC when ready to move forward. LEC will follow up with Cliff at a later time. In the meantime, we'll remind staff members in the ZWM email that they can request a mini bin.
- b. Eric reminded us of the \$70 in unspent money in an LEC account. Eric proposed we donate the money to LSA, to which the committee agreed.
- c. Leftover stickers from Rovi media labeling: after checking with MSU Recycling, it was determined there's nothing we can do about them. The stickers themselves are *certainly* not recyclable, and the waxed paper is *probably* not recyclable. Eric adhered one to his water bottle, thereby reducing the library's waste by roughly a gram.

4. EcoGram

- a. As discussed above, the next EcoGram will focus on ZWM, will remind staff that they can request a mini bin, and will include a photo capturing one of Loretta's waste-reducing efforts.

5. Next meeting

- a. On March 22, 11:00 AM, Room 442. Patrick will chair and Stephanie will record.