



Sustainability Committee

Purpose: Start a conversation around sustainability

Mission: Elevate awareness, foster conversations, and take action



Advancing Women in Transportation

Minnesota Chapter

Meeting Minutes

January 6, 2020 | 9:00AM | Hen House Eatery 114 S 8th Street, Minneapolis

Attendees

- Brenda Thomas – KLJ
- Amy Henry – Kimley Horn
- Veronica Richfield – Kaskaaskia Eng
- Morgan Abbott – Washington County

AGENDA ITEMS

Introductions

Programs

- a. Discuss 2020 Topics – [Current List Here](#)
 - **City of Duluth just added a Sustainability person, Find out their contact info and add them to the panel list. Not sure if they would want to come down, or if we could do a webinar to include outstate Minnesota.**
 - **Program Planning Committee meeting is Wed, January 8 at 5pm. If you have other topics to add to the list please let Morgan Abbott know before then.**
- b. Best Practices – [Document Here](#)
 - **Add “Promote Alternative Travel to Conferences” to the best practices list.**
 - **Provide ride share board online so members can coordinate – Brenda will look into free options online.**

Newsletter Articles

- a. 6 issues/year – [Topic Ideas Here](#)
 - assign issues
 - **Morgan will write the first issue to introduce the committee purpose and mission, along with the 2020 best practices.**
 - **Amy is willing to write a couple articles**
 - **Brenda and Veronica will take on putting together one or two diagram story images for the newsletter. Options are:**
 - **alternative travel options and average CO2 footprint for each option**
 - **Lifespan of a one use water bottle and its CO2 footprint, to highlight WTS end of using them.**

Website

a. What information do we want?

- Review and get comments back to Morgan – Keep in mind that the website is not user friendly

Next Meeting

- Set up meetings quarterly in 2020. If no agenda items we'll skip a meeting.

Added items that were discussed

- We have \$500 budgeted towards initiatives of our choosing for 2020.
- One idea is getting a branded water bottle. Would want water bottles that were made in the USA, have a hook, fit in a bike, and dishwasher safe. I looked at the 16oz Liberty Bottles since they will make them custom. Other option is to buy off the shelf (ie Klean Kanteen) and get a logo sticker that can be put in the dishwasher. Options for use include:
 - to either provide to members who forget theirs at programs (would only provide if reusable isn't available, so narrows it down to just field tours, but if they are returned and reused at other programs then someone needs to wash them)
 - Give the members an option to buy them at programs at a discount if they forget to bring one.
 - Use them as a promo somehow
- WTS International will be rolling out a new logo and website this year, so any promo item will wait to purchase until after that roll out.
 - New website might have capabilities for a ride share board.