**KRELF Committee Meeting Minutes**

*Date*: 9/26/2014

*Time*: 11 am to 12:30 pm

*Location*: UC 224

*Members Present*: Tom Javins (Facility Services), Brian Kerns (Facility Services), Robin Saha (Environmental Studies), Dennis Daneke (Missoula College), Rosi Keller (Admin. and Finance), Peregrine Frissell (Student), Sam Thompson (Student), Grant Myhre (Student), Chris Olsen (ASUM Sustainability Coordinator)

Meeting Began at 11:10 am

1. Meeting started with quick introductions of Members Present
2. Robin presented report on the ongoing evaluation of KRELF projects
	1. KRELF Energy Savings and Emissions Reductions Estimation Project
	2. Goal: To assess overall savings and GHG emission reductions to date associated with KRELF projects
	3. Looked at KRELF-funded project with quantifiable energy savings for UM Campus
	4. Energy savings based upon data from project proposals
		1. Unless monitoring data available
	5. Savings measured until August 31, 2014
	6. Assessed projects are estimated to have saved 165 megawatt-hours of electricity
	7. Annual cost savings over $30,000
	8. Since 2011, over 480 tons of carbon emissions mitigated and $45,000 has been saved
	9. Average payback on projects is 19.3 years
	10. Grant requested to see data analyzed to show emissions reductions per dollar spent
3. KRELF Budget for Fall Semester
	1. Rosi presented the group with data on the past 5 years of KRELF project funding
	2. Money remaining at the end of 2014 fiscal year was $46,635
	3. Salary reported is now cumulative for the ASUM Sustainability Coordinator
		1. $9,501 of salary funds remained at end of last fiscal year
	4. Sustainability fee brought in $53,484 for Fall Semester
		1. KRELF is looking at receiving over $100,000 this fiscal year
		2. As of today, committee has about $93,000 to fund projects
	5. Chris reminded the committee that last year they decided to set up a Reserve Fund/Facilities Plant Fund
		1. This means, of the $53,484 brought in for Fall Semester 2014:
			1. $32,758.95 should be set aside for this fund
			2. The remained $14,039.55 should be used on KRELF projects for this semester
		2. If we add this to our remaining balance, the committee should have about $60,000 for projects this fall
	6. Robin brought up the fact that a portion of the remaining budget from the 2014 fiscal year was also supposed to be set aside for the Reserve Fund
		1. Chris mentioned that the committee never decided on how much, so the end of year balance will remain available for projects this semester until the committee decides on what to do
		2. Robin mentioned the need to update bylaws to specify what the Reserve Fund/Facilities Plant fund would be used for and what the process would be for using that fund
		3. Rosi said the money could be set aside in a separate plant fund until the committee updates bylaws.
		4. Committee will need to revisit setting aside a portion of the money remaining at the end of fiscal year 2014 at our next meeting
	7. **Action Item: Rosi will also request numbers on the opt-out rates from Business Services**
4. Chris went over the dates for KRELF deadlines for Fall Semester
	1. Robin mentioned that the first proposal deadline was on Election Day and there would be no classes that day
	2. Chris changed the KRELF proposal deadline to November 5, 2014
5. Electing a new Committee Chair
	1. No new committee chair was elected, but committee did discuss the possibility of revising the language in our bylaws to allow students to serve as Chair as well
		1. Updating this language will be looked at when the committee updates bylaws
	2. Robin and Tom have previously served as Chair, Brian is not
	3. Grant suggested Sam if students be allowed to serve as committee chair
6. Brian brought up the Memorial Light Post project funded by KRELF last year
	1. Brian would like student input on this project – including design decisions
	2. Chris suggested having the student members of KRELF meet as a sub-committee to discuss the Memorial Light Post
	3. **Action Item: Chris will work to schedule a meeting with Brian, Grant, Sam, Peregrine, Peter, and Abby to discuss the Memorial Light Post**
	4. Grant will also reach out to the Art Department and Graphic Design to see if there is a student interested in helping us with the design process
7. Committee also discussed outreach options for the committee
	1. One potential option Chris is exploring is creating a Sustainability Tour of campus that highlights KRELF projects
		1. This tour could be offered to potential students to the university or to anyone on campus
	2. Chris is also working on updating the KRELF database to include pictures of all of the complete projects
		1. The KRELF website can host pictures of complete KRELF projects and display these on the website
		2. This has not been utilized, so updating the database will allow more people to see these various KRELF projects
	3. Tom mentioned reaching out to admissions to train UM advocates on how to talk about sustainability and on including sustainability in tours
	4. Tom also mentioned a media project – A video showcasing sustainability efforts on campus
	5. Sam brought up putting ribbons on buildings to allow them to stand out during orientation
		1. These would mark buildings as having specific KRELF funded projects or sustainability projects
8. Committee briefly spoke about updating the bylaws based on moving KRELF to ASUM
	1. Asa and Sean not able to be at meeting
	2. Other changes to bylaws were discussed
		1. Chris mentioned changing bylaws to allow students to serve as committee chairs as well
		2. Brian mentioned updating bylaws to have only students be voting members. Faculty and staff would then serve is purely advisory roles to the students
		3. Chris mentioned increasing the number of students on the committee
			1. Currently there are 5 students
			2. Perhaps looking to increase that number to at least 7
		4. Other bylaws will need to be updated to as well to conform with ASUM standards
	3. **Action Item: Chris and Sam (potentially Robin) will meet to discuss changes to bylaws and begin working on updating them before our next meeting**
9. Our proposed meetings for Fall Semester are:
	1. Friday October 17, 2 to 3:30 pm
	2. Friday November 14, 2 to 3:30 pm
	3. Friday December 5, 2 to 3:30 pm
	4. More meetings may be necessary depending on bylaw changes, etc.