

Sustainability Advisory Board

January 11th, 2018 MINUTES

✚ Welcome, Introductions, and News

- Members meet and greet. Kathy Corbin participates via phone.

✚ The SAB meeting came to order.

- Vice-Chair Filla motioned to approve the amended agenda. Alicia Jennings seconded. The motion passed unanimously.
- Vice-Chair Filla motioned to approve the November 9th meeting minutes. Kenn Miller seconded. Motion passed unanimously.

✚ Master Calendar

- Members reviewed the calendar.

✚ Sustainability Summit / Annual HOA Meeting 2/22/18

▪ Review checklist

- Members reviewed vendors.
- Vice-Chair Filla requested the 3 Public Works brochures for each table.
- Discussed centerpiece décor such as jars, greenery, flowers, etc. Approximately 19 tables.
- Brian Cullum will do the slide stack during social hour.
- Reviewed catering, menu, plastic ware, glassware, contract, etc.
 - Dutzel's Catering (self-serve)
 - \$14 per person
 - 2 entrees (brisket, lemon pepper chicken)
 - 3 sides (loaded mashed potatoes, green beans, baked beans)
 - Salad
 - Dinner Roll
- Chris Claxton will purchase cookies from Mrs. Fields.
- Suggested drinks: Alcohol, kombucha, etc.
- In keeping the sustainability theme, Chris Claxton suggested that staff bring plates/plastic ware to the kitchen and dispose of it properly in the composting bags from Missouri Organics brought by Alicia Jennings.
- Approximately 150 attendees (includes residents, staff, and vendors).
- Linens are provided for the buffet.
- Paper napkins have not been confirmed to be purchased. Plastic ware is not recyclable. Bamboo cutlery is recyclable. Chris Claxton will check her resources for recyclable items.

▪ Proposed Communication Strategy Plan

- Brian Cullum and Kathy Corbin met twice over the holiday break and formed a communication strategy plan with the following values in mind:
 - Be aligned with the mission of SAB.
 - Communicate more in respect to sustainable practices.
 - Provide regular engagement with content.
 - Not limited to Leawood citizens.
 - Present at every meeting, focusing on programs and events that would be interested to our constituents and not just for HOAs.
 - Goal is not to be another feel good, give it a try kind of sustainable organization but one with purpose. Respectfully challenge the status quo with fact based information and to advocate more in a civil manner.

ATTENDEES

7:30 am • Leawood City Hall
4800 Town Center Drive
Main Conference Room

- Chuck Sipple, Chair**
- Debra Filla, Vice-Chair**
- Brian Cullum**
- Kathy Corbin via phone**
- Alicia Jennings**
- Gareth Matthews**
- Kenn Miller**
- Scott Pashia**
- Bob Pierson**
- Jim Potter**

- Chris Claxton**
Parks & Recreation Director
- Brian Anderson**
Parks Superintendent
- Marica Putman**
Administrative Graphics Tech
- Scott Gamerl**
Outdoor Education Supervisor
- Scott Lambers**
City Administrator
- Kevin Jeffries**
President & CEO
Leawood Chamber of
Commerce

Guests

- _____
- _____

- More involvement in organizations, churches, youth groups, and other environmental recommendations that might want to work together (ex. Cities banning certain products). The goal is to educate more people to sustainable practices; they would be more receptive to agreeing to some of these major changes that the city and neighborhoods might want to implement. Need to push a little harder in getting people involved.
 - Kathy Corbin suggests an interactive activity for the next HOA summit meeting
 - On the provided handout, the matrix is the structure that is seen. SAB is the engagement and in turn is the adoption of practices of our community. The more SAB can offer the better. Kathy Corbin and Brian Cullum will continue to work on the concept and look for a format that would work for the marketing materials. Chair Sipple would like to see this idea become a business objective and push it out for the next summit meeting.
- Vice-Chair Filla commented her excitability. She suggested quarterly updates to maximize web presence; adding a tip of the day, newsletter, and more. Members discussed using Parks & Recreation's Facebook. There's an additional cost to boost events.

- **Raffle Giveaways**

- Members discussed raffle ticket options.
- Chair Sipple to ask Jim Potter to be in charge of the raffle.
- Drawings between speakers to keep audience engaged. Vice-Chair Filla will do 3 giveaways during her transition with MARC's Tom Jacobs and at the end of her talk. Chair Sipple will do 3 giveaways at the beginning of City Hall and then do the last few drawings at the wrap up.

✚ Adjourn

- **Upcoming Meetings**

- **Next SAB meeting is February 8th, 2018.**
- Future meeting dates in 2018: April 12th, May 10th, June 14th, July 12th, September 13th, October 11th, November 8th.
- Sustainability Summit & Annual HOA Meeting is February 22nd.
- No meetings in March, August, and December.