

1/30/09

Active member meeting **minutes**

Attendance: Alan, Amy, Laurie, Rosemary, Dian, Emily, Kristin, June, Ravi

Quick summary of last meeting, incl. goal of establishing benchmarks and improving upon them. Documenting progress at meeting in February is key!

40 CFLs replaced, Steve Chemtob replaced his CRT monitor, GRR is going to replace ~3

Since last meeting, any concerns, ideas?

recycling of lab plastics? Petri dishes, etc... Amy will talk to safety.

Can chipboard be recycled w/ paper? Amy will post in kitchen: what can and can't be recycled.

1) Assign/talk about roles:

- a) Emily: Finances/accounting
- b) Emailer/info disseminator: I can keep this up
- c) Amy: Recycling
- d) Event planner: **June?**
- e) Foot soldiers:

2) Action items:

Dian: Talk to Tess (?) about the possibility of electing to receive electronic pay stubs without having paper ones made.

May be difficult as this is an institute-wide thing. Tess has been asked this before, but would have to batch print things, which is hard. Maybe we can keep pestering her.

Also, talk to Caltech credit union about receiving only electronic statements, no paper ones.

See above.

talk to Stacey Scoville re: not having TQFRs printed. They are available electronically. **Same. Perhaps send out pdf of TQFR to division to ensure everyone gets a copy.**

Similarly, we do not need paper bill pay option. Incentivize paying by credit card... my last bill charges \$7.17 through "cashnet smartpay" to pay online.

N/A, I can avoid this if I use debit card.

Kim Klotz: Thesis printing for TAC members, grant printing. Necessary?

Kim will talk to Ken about this. Concerns are raised about us being the police. We have to have fun with being environmentalists, not threatening. E.g. Grist.org.

Emily: Talk to Ken re: seed money, do some research & find out what CFLs give off nice light, order 50-100 CFLs to incentivize changing incandescents to CFL.

Emily has box of a few already. CFLs are available for 4/\$1 at Costco (?)

June: talk to Jim Cowell re: getting a speaker from Pasadena water & power to speak at our next meeting.

If Pas. Water and power can't do this, Ken is happy to talk at next general (end of February) meeting about the new cooling system in Robinson or some other educational subject. Sorry to blindside you with this, June!

2-3 foot soldiers: interview 1 person per office. Assess temperature of office. This effort will aid in making office temperature map of the division, which could lead to changes!
Kristin will chip away as at this. Try to track down one of these mysterious men with thermometers.

2-3 foot soldiers: (pref. people that work at night or weekends) to do audits of where lights are on & turn them off. 1-2x write down where lights are on.
Ravi: 3rd floor SM, Amy: N.M., Me: upper floors of N.M.

1 person: figure out what sides printers print on and post signs or post it notes in paper drawers in printer to educate people how to print double sided on that printer.
Emily will look into this for Arms. I'll look into this for N.M.
What was the issue about talking to Ken Ou about changing admin. privileges to enable 2x printing?

Laurie: 3rd floor n. mudd automatic door opening. Talk to the right person about delaying opening ~10s?
Laurie's on it.

>Idea from Kaveh: renewable energy credits to offset travel to/from meetings?

Kaveh/& or Joannah?: track down someone (maybe a grad student, maybe an outsider that we can pay?) that can lead a workshop on less computationally intensive coding, so processing time and heat aren't wasted.
Coding is a contentious issue among nerds. Add to tips of the month?

Amy: **Recycle bin on 3rd floor of N. Mudd outside kitchen is missing.**
Do recycling audit. Sustainability council will have an educational waste tracking component to their Earth day events. It'd be nice if this could mesh with their efforts.

Ravi: develop green team website w/ links to green resources, e.g. recycling. Also, a good venue for advertising the team, and for displaying audit results, other progress...