



Sustainability Committee

Agenda

December 5, 2016

6pm - Room C

1. Review and approve minutes from previous three months
2. Recycling
 - a. **The committee has been asked to assist the City by providing an information sheet for recycling at events.** They'd like something similar to this document from the County: <https://www.frederickcountymd.gov/DocumentCenter/View/281560>
We'll need to be sure we incorporate all the different department needs.
 - b. Which committee members can assist with this?
3. Paperless
 - a. Review paperless shared document
4. Goals
 - a. Prioritize and identify immediate next steps on goals
 - b. Consider (possibly assign) timeline for medium and longer term goals
 - c. Identify champion(s), baseline information, next steps and method of tracking progress for each goal that we plan to undertake *in the near future*
5. The "Did You Know" Social Media Bank
 - a. Create a bank of topics, seasonal or not, that could be used to provide information to the public through our Facebook, Instagram, and Twitter accounts.
 - b. This bank will be used when we need to post and there is not a current news item that is pertinent to sustainability
6. Administrative Items and Future Meeting Topics
 - a. Next meeting? (January 2 is a holiday)