

# Keep Winter Park Beautiful & Sustainable Advisory Board



**Jan 9, 2014 at 5:30 p.m.**

Training Room • Public Works  
180 West Lyman Ave • Winter Park, Florida

**1 administrative 9**

<b>Introductions</b>	Mary Dipboye	1
<b>Minutes</b> -Dec 12, 2013 – approve	Mary D	3
<b>Finance</b> - Account Balance & KWPB&S Budget – review Cady Way Update	Tim Maslow	5

**2 informational 37**

<b>Green Minute</b> –sharing a personal story about sustainability (see “Actions You Can Take” document) (Feb – Chele Hipp)	Joseph Robillard	2
<b>Chair’s Report</b> – <b>Departing Board Member.</b> Recognition of John Rife	Mary D	15
<b>Work Plan 6 month.</b> Priorities for Spring: SAP’s final prep, soliciting public’s feedback on the SAP & implementing Earth Day		
<b>Staff Report</b> -- <b>SAP Internal Review</b> – Update on current status of internal review <b>SAP Communication Strategy</b> – Stakeholders, Publicity & Feedback channels <b>Monthly Workshops w/ OC Ext Service</b> – Update on schedule, publicity <b>Earth Day Update</b> – update on possible collaboration with OCPS’s Mary Bruno. <b>Green School Grant Program</b> –principals notified of 2014 grant program via email on Jan. 9. Deadline is Feb 15. <b>Sustainability Coordinator Position</b> – review list of current responsibilities plus new responsibilities once SAP approved, rate activities for achieving sustainability goals (high, medium, low), identify ways to spend less time on Low value activities <b>Volunteer Coordinator Position</b> – report on history of position, City’s rules re: use of Board funds to pay for a part time volunteer position, discuss value of position	Tim M	25

**3 Action (approval requested)****15**

**SAP Showcase Actions** – Decide if “Showcase Actions” add value. If yes, what “model projects” do we propose? Who will need to buy in? How long will it take to get buy in?

**SAP communication strategy** – Decide on publicity channels and feedback channels. Decide on how channels will be used and who will be responsible

**Sustainability Coordinator** – Decide on recommendation re: activities

**Volunteer Coordinator** – Decide on recommendation to fund position

**4 new business****3**

Agenda Requests &/or announcements		3
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**5 adjourn****3**

Evaluate Meeting: what worked? Didn't work?	Mary D	2
Next Meetings: Work session Jan TBA (evening) Regular meeting Feb 6 @ 5:30 pm	Mary D	1

## appeals & assistance

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“If a person decides to appeal any decision made by the Commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.” (F. S. 286.0105).

“Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk’s Office (407-599-3277) at least 48 hours in advance of the meeting.”

Documents for KWPB&S Jan 9, 2014 meeting:

Financial report

Sustainability Action Plan Jan 9, 2014

Minutes Dec 12, 2013

Work Plan Jan 5, 2014

Actions You Can Take