**Introductions**

**Minutes** – March 13, 2014 – approve

**Finance** – Account Balance & KWPB&S Budget

**Chair’s Report** – Work Plan 6 month. Priorities for Spring: soliciting public’s feedback on the SAP & implementing Earth Day, May 3

**Staff’s Report** – Sustainability Staffing. Review job descriptions for Kristopher’s position and Sustainability Coordinator position. Give update on status of Coordinator opening.

**Sustainability Action Plan (SAP)** – Report on his review of the Plan, including:

* Describe criteria used for his review of the Plan.
* Report on how Plan scored against criteria.
* Who are the key stakeholders of the Plan? How will various stakeholders view Plan?
* Share perspective on the challenges to Sustainability efforts in other jurisdictions.
* What else?

**SAP Communication Plan** – Report on when/how community engagement phase will be implemented. Agree on how KWPBS Bd members will be involved. Share “Actions You Can Take” Flyer (from SAP).

**Earth Day, May 3** – Give status report on preparations. Sign up KWPBS bd members to volunteer for Earth Day “jobs.” Update on school notification and plans to participate on Earth Day.
### America in Bloom

Follow up on request by Stephen Pategas to acknowledge, before City Commission, Winter Park’s success in 2013 competition and plans for 2014 competition.

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### Informational

| Green Minute – share a personal story about sustainability (May -- tba) | Chele Hipp | 2 |
| Monthly Workshops w/ OC Ext Service – Report on attendance @ March 22 session & plan for April 26 session | Kristopher S. | 3 |

### New Business

| Agenda Requests &/or announcements | Mary D | 1 |

### Adjourn

| Evaluate Meeting: what worked? Didn’t work? | Mary D | 2 |
| Next Meetings: Regular meeting May 8 @ 5:45 | Mary D | 1 |
| Workshop in April? |   |   |

City of Winter Park

Keep Winter Park Beautiful & Sustainable Advisory Board

April 10, 2014 agenda

Financial report – Budget & account

Sustainability Action Plan

Earth Day Volunteer Signup Sheet

Minutes – March 13, 2014

Work Plan – April 10, 2014