

LEC MINUTES

April 25, 2017, 11 a.m., W442

Chair: Lisa L.

Recorder: Loretta C.

Present: Emilia M., Lisa L., Pat O., Tim K., Susan K., Loretta C., Eric T., Katie E.

Green Certification

- The Business Library has received the Bronze level Green Certification for 2017-2018.
- The Gold level certification decals for the main library were delivered to Tim. He will wait for the second set to arrive and give them to Facilities to post on doors. Loretta will scan the certificates and save to our shared drive space for Emilia to post to the LEC website. Originals will be given to the Main Office (gold) and Kim Pierce (silver).

Katie will verify with Jonah whether the new staff orientation checklist revision has been posted to website and forwarded to HR.

Ecogram

Katie and Jonah to send list of topics to Loretta, including a “hard-to-recycle” guide.

LEC email address caching issue

Loretta submitted a sysdoc and reported that Systems will send general email instructions to staff that will include cache clearing instructions for the old LEC address. The email might not happen for a couple of weeks. Loretta reported that entering the LEC email manually results in a successful transmission. She will try another test message using the address book.

May 13 river cleanup

Loretta reported the Board of Water and Light is conducting this community event from the Impression 5 Museum. She will include a link to the event website in the next Ecogram.

Summer presentation

Loretta will clarify her inquiry on an invasive species presentation and report to the committee.

Discussion of best venue for the presentation focused on indoor slide presentation during the colder months.

Landfill decals

Pat has been applying the decals to public trash cans, has covered first floor. Additional decals and application tips are available in his office.

Other

Eric is an organizer for the Great Lakes Science Bootcamp this summer. The event needs volunteers for their ice cream social in the Green Room on July 20 in the evening for setup and cleanup. Contact Eric to volunteer.

Glass recycling bins for the library (Jonah): tabled until next month