
City of Canandaigua CSC Task Force

Meeting Minutes

Location: City Hall, Conference Room

Date: January 10, 2019

Time: 6:30-7:30 pm

Present:

Suzette van der Sterre, CSC Task Force Chair
Rob Richardson, Assistant City Manager, CSC Task Force Coordinator
Maria Bucci
Mary Clark-Smith
Erich Dittmar
Lauren Dittmar
John Goodwin
Thomas Lyon
Ellen Polimeni
David Poteet
Ryan Wilmer

Not Present:

Karen White

1. CSC Task Force Charge

- a. Reviewed charge
 - i. CSC Task Force considered sub-committee of Environmental Committee.
 - ii. Task Force to report to City Council quarterly.

2. Website and Facebook

- a. Reviewed Actions 9.4 (Maintain a Website on Local Climate Action Efforts) and 9.5 (Use Social Media to Inform Community about the Progress of Local Government's Efforts) in CSC Certification Manual.
 - i. All members agreed that Facebook would be the best social media platform to get started with.

1. Rob will create CSC Facebook page, and Ryan, Rob, and Suzi will then administer the page. All members agreed to name the page “Climate Smart Canandaigua”.
 2. Group members to send ideas for Facebook posts/updates to Ryan (always CC: Rob and Suzi).
 3. Goal of at least 1 post per week, including updates of the CSC Task Force’s efforts, relevant sustainability tips, and news stories related to climate change and efforts to combat climate change. All members agreed that the focus should stay local, but occasional national or international new stories that tie in could be appropriate as well.
- ii. Rob and other City staff will create the CSC webpage, which will be able to be accessed via a link on the home page of the City of Canandaigua’s website. Ryan will also have access to help maintain/update the webpage.
 1. Eventually will include quarterly reports, etc.
 - b. All members agreed to move ahead with the creation of both the Webpage and the Facebook page.

3. City Progress Report—Rob Richardson

- a. Rob reported that he will be submitting all documentation for Bronze Certification by the next deadline, January 11 (tomorrow). Will keep all members updated as he receives feedback. If any changes/additions are necessary, can resubmit by next deadline, April 5.

4. Earth Day Event

- a. Discussed opportunities to partner with Wood Library on Earth Day event.
 - i. Maria Bucci, member of Wood Library’s Green Team, reported that they have begun planning Earth Day Event for April 22, 2019.
 1. Theme will be Waste Management/Food Waste Diversion.
 2. ‘Mini Fair’ with various organizations from the community present to set up a booth and provide information to the public.
 3. Possibly some structured educational events mixed in.
 4. CSC Task Force agreed to partner with the Library to co-host this event.

5. Next Meeting

- a. Thursday, February 14, 5:30pm at Wood Library.
- b. Combined meeting with the Wood Library’s Green Team, in order to begin planning the Earth Day Event and determine how the Task Force will contribute.
 - i. Task Force was asked to begin brainstorming potential organizations to reach out to/invite to the event, as well as ideas for what the CSC Task Force booth should offer at the event.