

**East River, Louisiana Pacific
Community Environmental Liaison Committee Meeting**
www.compostingpeastriver.ca

**Sept 5, 2013
Minutes**

Attendees: Sharon LeBlanc (Facilitator/Chair), Katie MacKenzie (LP Interim Environmental Manager), Rod Fry (Envirem Rep), Kerry Keddy, Kevin Green, Michelle Green, Bill Mercier, Kate Spencer

Regrets: Jennifer Frotten (LP Environmental Manager), Susan Davis, Marshal Hector, Chris Rhodenizer (Envirem Rep)

Opening – Sharon LeBlanc opened the meeting at 7:00 pm

Quorum was declared by Sharon LeBlanc

Minutes – The minutes for the May 2, 2013 meeting were reviewed and adopted. Moved by Rod Fry, seconded by Bill Mercier

ITEM	ACTION BY
1. Additional Committee Members <ul style="list-style-type: none"> ▪ Sharon LeBlanc informed the committee an invitation was e-mailed to Chris Melvin and Warden Webber. She will follow up with a phone call. ▪ Members agreed that an e-mail offer of the minutes be sent to council if a councilor chose not to join the committee 	Sharon LeBlanc to follow up
2. Community Feedback <ul style="list-style-type: none"> ▪ No concerns brought forward. 	No Action Required
3. Website – Updates <ul style="list-style-type: none"> ▪ The website is up to date with minutes. ▪ Members agreed photos of the open house should be posted on the website. Sharon LeBlanc and Katie MacKenzie to select. ▪ May 2, 2013 minutes will be posted on website as well as new photos. ▪ Members agreed to a re-design of the website with the help of LP’s webmaster. Re-design will include adding the LP new logo, storing minutes in a more organized manner, and changing the overall look to a more esthetically pleasing one. ▪ Adding a site visitor counter on the website also suggested. 	Katie MacKenzie to e-mail Jennifer Frotten for photos and facilitate updates. Rod Fry will provide new information for Envirem including new spec sheet for compost.
4. Open House <ul style="list-style-type: none"> ▪ Open House went well with approximately 103 people in attendance despite the very rainy weather. Plant sale successfully held indoors due to weather as well. It will return outside next year. ▪ The compost giveaway has not been claimed. Another call will be made to the compost winner and a “not claimed by” date set. A re-draw for the prize after said date will take place if not claimed. ▪ The backyard composter was claimed. 	Katie MacKenzie to follow up and re-draw if needed.

<ul style="list-style-type: none"> ▪ Changes to look at implementing for next year's event include: <ul style="list-style-type: none"> ○ More signage around the community showing location of event. ○ Using a projector screen. Kerry Keddy offered use of his. ○ A slightly different room orientation for speakers so that attendees continually face in one direction. ○ Ensuring bathrooms are easily accessible. ○ To aid with congestion, comment cards being filled out at a station away from the exit so that the completed cards can just be dropped at the exit door. ▪ The possibility of donating left over compost to the community was discussed for next year's event. Members agreed to discuss it at a later date. ▪ Suggestion of next year's speaker topic being Community Gardens was brought forward. To be discussed next meeting. ▪ Members set the dates for next year's regular meetings and the Open House as follows: <ul style="list-style-type: none"> ○ February 6, 2014 ○ May 1, 2014 (Annual meeting) ○ Tentative Open House June 14, 2014. ○ Sept 4, 2014. 	<p>Sharon LeBlanc to follow up on dates for NS Association of Garden Clubs conference and confirm for Open House date.</p>
<p>Meeting adjourned: Kerry Keddy moved. Next regular meeting: February 6, 2014 – 7:00 p.m., LP's Large Boardroom</p>	