

## GREEN ADVISORY BOARD MINUTES

THURSDAY, January 6, 2011

A meeting of the Green Advisory Board was called to order at 6:05pm in the Community Center Conference Room.

**ATTENDANCE:** The following Green Advisory Board members were present: Diana Guidry, Chairperson, Olga Alvarez, Rick Dronsky, Didier Dupuy, Patti Webster, Gladys DiGirolamo, Steven Gara, Catherine Erice, Jeri Habenicht, Secretary, and Jim Bowman, CC Public Works liaison

Not in attendance: Gary Hines, Rob Cohen

**APPROVE THE MINUTES:** Approval of the November and December minutes was tabled until the February meeting.

**OPENING REMARKS:** Diana introduced the new GAB member, Catherine Erice, and explained the current work of GAB. Catherine then told the Board about her varied experiences and work as a CPA. Each GAB member then introduced him/herself and told a bit about themselves to Catherine.

**GUEST SPEAKER:** City Manager Bruce Loucks, IT Manager Jay Schlumbrecht and Commissioner Jeff Green arrived to speak with the Board. After a brief round of introductions by all, Mr. Loucks then spoke with the Board to review the responsibilities of GAB which include development of an annual work plan among other important duties for the community. To implement duties, Mr. Loucks emphasized the importance of attending GAB meetings which are regularly scheduled on the first Thursday of every month. (Only three absences per year are permitted.) He emphasized the importance of the Sunshine Law in which members cannot discuss GAB business in private. We then discussed the parameters for a GAB website which, in order to be apolitical, must remain under the auspices of City Management which could include all three city advisory boards on one website. From a procedural stand point, Diana wanted to know the chain of command in order to implement this website. Steven and Gladys suggested that we review the websites for the cities of Hollywood and Miramar which have an exemplary Green webpage on their site. Costs (as low as \$20 fee/year) for hosting site and domain were discussed but the Board does not have a budget. Mr. Loucks indicated that fund raisers are not outlawed, and Olga suggested that sponsorships could also pay expenses. Gladys suggested that our webpage be linked to the city's page to emphasize the fact that Cooper City is a Green City. The city's current website restricts flexibility, but we should be able to create a link for the advisory board(s). Diana questioned the need for ADA requirements (which are not currently necessary for the city's website.) There are restrictions for posting individual photos, but group photos of city events are not a problem. Diana also asked about issues of using downloaded or publicly submitted information and photos.

Talk then turned to the Board's recommendations for the city's Green Plan. Once the parameters are finalized and approved by the Board, they need to be distributed to Carol for presentation by the Board at a public meeting for review and discussion with approval pending on final vote. Diana wanted to know what the time limit might be for a presentation to the Board of City Commissioners. Mr. Loucks felt that two hours in front of the Board of City Commissioners would be sufficient. This would include a presentation and time for discussion and comments. Gladys suggested that the commission review our current draft before GAB finalizes it, and everyone unanimously agreed with this. Patti agreed to rewrite a brief history of the city for the cover of the Green Plan and email it to Gladys via Carol.

Gladys then asked Mr. Loucks for a snippet of information about each of the city's departments' green practices (which have already been requested by Mr. Loucks.) Rick asked if there were any mandates for city departments, and Mr. Loucks said that each department does what it can. Olga emphasized that highlighting green initiatives that are already being implemented could help further what GAB is suggesting for the city's new green plan.

**PUBLIC COMMENTS:** (not applicable)

**DISCUSSION ITEMS:**

**OLD BUSINESS:** Diana suggested that the updated Green Plan draft be emailed to the GAB Board via Carol so an interim meeting could be held in two weeks to discuss this product. All final edits will then be made in preparation for the final vote of approval to send our Green Plan draft to Carol for the commission board meeting.

We then proceeded to vote on GAB officers for the upcoming year. Jeri agreed to continue as secretary after being unanimously voted as returning Secretary. Diana was then nominated, seconded and unanimously approved to remain as chair (which she agreed to do). The vote for Vice Chair will be postponed until Gary is present. It was suggested, seconded and voted that the Secretary call roll when the meeting is called to order and the attendance be documented (with members listed as present, excused or absent/unexcused, accordingly.)

**BOARD MEMBER COMMENTS:**

**NEXT MEETING:** All members will read the November and December minutes, and they will read the final Green Plan draft which Gladys arranges to have emailed to all the Board members via Carol. We will meet again in two weeks on January 20, 2011, (pending room availability) to approve the final draft for commission submission.

**ADJOURNMENT:**

Upon motion duly made and seconded, it was unanimously VOTED to adjourn the meeting at 8:00pm.

Minutes submitted by Jerilyn L. Habenicht, GAB Secretary.

The foregoing Minutes were approved by *Diane Guidey* Chair of the Green  
Advisory Board on 2-3-2011, 2011.