

**Environmental Sustainability Task Force**  
**City of Winchester, Virginia**  
**Meeting Minutes**  
**May 24<sup>th</sup>, 2017**

**Attendees:**

EST Members	Others
Chad Braun-Duin, Chairman	
Tim Koppenhaver, Vice Chairman & Interim Secretary	
Isaiah Walston	
Mike Neese	
Jen Jenkins	

1. Chairman Braun-Duin called the meeting to order at 5:05 p.m.
2. No additional introductions were necessary as no guests were in attendance.
3. Minutes from the April 26<sup>th</sup>, 2017 meeting of the Environmental Sustainability Taskforce were presented. Tim Koppenhaver moved for approval. Isaiah Walston seconded the motion. There was no further discussion and the minutes were approved unanimously by the committee.
4. There were no public comments during the May 24<sup>th</sup>, 2017 meeting.
5. The remainder of the meeting was focused on planning for the Green Neighborhood Expo. Isaiah Walston led the discussion and presented an update on various items as shown below. The taskforce also agreed to specific action items also shown below:
  - a. So far, the following organizations have agreed to participate as tabled presenters at the Expo:
    - i. Apple Valley Garden Club (Linda Reed)
    - ii. Frederick County – Food Waste Presentation (Gloria Puffinberger)
    - iii. Friends of the Shenandoah (Karen Anderson)
    - iv. VA Extension (Mark Sutphin)
    - v. Winchester Engineering (Kelly Henshaw)
    - vi. Winchester Public Works
    - vii. Winchester Tree Division
    - viii. VA Cooperative Extension Agent
  - b. Six presentations are scheduled so far. Topics include envionscape, groundwater, soil testing, lawn & landscape, rain barrels, and Arbor Day.
  - c. Chad Braun-Duin & Tim Koppenhaver agreed to pass out flyers promoting the Expo to businesses on the downtown mall, including Runners Retreat, Mountain Trails, and the nearby Winchester Star.
  - d. Jen Jenkins will email Jim Smith of the Audubon Society to gage interest in presenting.
  - e. Amy Simmons is drafting a press release for potential placement in local newspapers, TV, and radio outlets.
  - f. It was suggested that capturing photographs of the event to help promote it in future years would be beneficial. Chad Braun-Duin and Tim Koppenhaver agreed to bring cameras to the Expo.

- g. The EST will be maintaining a table at the Expo and it was agreed that someone should be present at the table for the entire Expo. Chad Braun-Duin agreed to cover the table until 2:30. Tim Koppenhaver and Isaiah Walston will cover the table for the remaining time.
  - h. Chad Braun-Duin agreed to bring a display board.
  - i. Tim Koppenhaver agreed to bring a folding table and bowl of candy to be handed out.
  - j. Isaiah suggested we stay mindful of the perpetuation of this event by engaging presenters through an awareness of multi-year relationships.
6. The next EST meeting was set for Wednesday, June 21<sup>st</sup>, 2017 at 5:00 p.m.