1. April 8, 2014 minutes were approved. Bob C. mentioned that Jennifer Sayasithsena has agreed to be our recording secretary for this academic year.

2. Sub-committee Updates:

- Nature Trail Markers and Site Descriptions: Bob C. reported that Karen Bushaw-Newton now has a work/study student to assist her preparing descriptions with possibly photographs about the trees for the nature trail map. Virginia Pates and her students continue working on completing ceramic markers for the trees. Hector Revollo has a student hire that can assist in making the map interactive. The tree and garden GPS coordinates will be included. Hector plans to attend our next meeting to provide us with an update on his ideas for the map which is on our Beautification Committee website. Bob H. made the committee aware that a Dawn Redwood tree was planted at the corner of East and Center drive in memory of Ray Jones. A ceremony will take place to dedicate the tree in October. He suggested that it be included on the map and Bob C. mentioned Cheryl Robinette had also suggested including it. Bob C. mentioned revising the nature trail will probably become easier following Hector’s upgrade.

- Tunnel CE/CG Displays: Kevin, the new lead of the Tunnel Display subgroup, has found examples of classic frames that can be mounted, but not easily removed from the walls. The frames can display posters of recent and upcoming activities so that the space remains “fresh” and up to date. It was mentioned that the NOVA print shop can produce posters with images at reasonable cost. Kevin has received cost estimates for the lockable displays and the mounting hardware plus other tunnel enhancements. Kevin will investigate if the NVCC Foundation would consider matching funds to help pay for part of the project. Kevin will also approach Brien Anweiler and Jessica Gardner to see if NOVA athletics and other clubs would have interest in promoting their activities with the displays. It is expected that the displays and tunnel enhancements can be phased in over several semesters as funding is obtained.

- Sculpture Placement: Bob C. mentioned that Rizwan Rahman brought up our plan for moving the blue sculpture that was between CM and CE to the front of the CM building to the Provost’s staff meeting. They approved moving the sculpture. John Aakesson, the artist, and Bob C. freshly painted the sculpture this summer. The plan is to move it
fairly soon. The exact location is yet to be determined so if you have ideas coordinate with John or Bob C.

• Cigarette Litter Prevention Program (CLPP): We received the $2,000 CLPP grant from Keep America Beautiful in April. Bob H mentioned that he and Bob C. completed the required preliminary cigarette scan (counting the cigarette butts in designated areas) in 17 areas on campus this summer. The grant requires us to perform three scans. The first was completed this summer. The second scan must be completed by September 12 and the final scan is to be completed in May 2015. The second scan is due very soon. Bob H. will organize the scan by identifying the 17 areas to count and dividing responsibility for counting among the subcommittee members. Bob H. reviewed the requirements of the grant at the meeting. At least half of the money should be spent on new receptacles. One thousand dollars will buy approximately 9 new receptacles. Keep Virginia Beautiful is soliciting applications for grants of $500 to $1000 and Bob H. suggested applying for such a grant, which we could use on additional receptacles. He mentioned that the Campus has approximately eight spare receptacles that we could be moved to areas of the campus with the highest density of litter. Suggested places included parking lots and the parking garage. Twenty to 30 percent of the grant should be spent on messaging and signage. The remaining money could be spent on portable and pocket ash trays to be given to students. Bob H. showed examples of the portable and pocket ash trays to committee members and discussed having members distribute them to students. Bob H. submitted the report on the first scan on June 16 and he will share it with subcommittee members. He announced that we are now also participating in a cigarette recycling program. We will be collecting cigarette butts and sending them to a recycling facility for use in producing such things as benches and floor mats. The college will receive a small payment as a function of the amount we recycle. Bob H. and committee members discussed the need to promote the cigarette recycling program to students and the need to obtain the cooperation of the building and grounds department to help collect and store the cigarette butts before shipping to the recycling center. Jennifer suggested working with the SGA to promote the program because of the SGA’s interest in smoking on campus. Bob C. and Bob H. talked about working with SDV instructors to include the cigarette litter and recycling initiative into the curriculum for students. Bob C. volunteered to coordinate this effort with Wes Hillyard. Sana raised a point about hookah smoking on campus. The group concluded that there are no negative environmental effects of hookah, so it is not a high priority for the subcommittee.

3. New Business/Other:
Bob C. asked the committee if anyone had new projects to suggest. Sana mentioned the lack of mirrors in the women’s restrooms, especially in the CN building. There are spaces for additional mirrors away from the sinks and toilets that could reduce the congestion in the restrooms near the co-located existing mirrors, sinks, and toilets.

Meeting adjourned at 4:35 PM.

**Next meeting will be** on Tuesday, September 30th from 3:30 to 4:30 PM in the CE President’s Dining Room. All future meetings this year will take place at 3:30 on the last Tuesday of each month. The members present at the meeting unanimously agreed on the new meeting time of 3:30.

Respectfully submitted,

Bob Carroll and Jennifer Sayasithsena