

**Sustainability Committee**  
**Thursday, November 23rd, 2020**  
**6:45 pm**  
**Zoom Teleconference**  
**Minutes**

Participated via Zoom: Catherine Zamecnik, Tania Abbatello, Justin Teague, Erin Lindsay, Hugh Birdsall

1. Meeting called to order at 6:45pm
2. Committee reviewed existing document uploads, and potential areas for acquiring other documents that already exist.
3. Motion to implement weekly check-in email on Thursdays by J. Teague H. Birdsall seconds, passes unanimously.
4. Meeting Adjourned. At 7:38pm Motion made by J. Teague, seconded by C. Zamecnik.

Secretary,  
Justin Teague