

TOWN OF CARRBORO
CLIMATE ACTION TEAM



AGENDA
Climate Action Team

July 20, 2023; 7:00 pm
Zoom Virtual Meeting*

Time	Item	
7:00 pm	<u>Call to Order, Announcements</u> Approve 5/18/23 Minutes	Chair, All
7:10 pm	<u>Discussion Items</u> Green Neighborhoods Grant Program – FY22-23 Debrief	Staff, Chair, All
7:55 pm	Summer/Fall Outreach Event Planning	Staff, Chair, All
8:25 pm	Discussion of CAT Member Roles	Staff, Chair, All
9:00 pm	Announcements, Adjourn	Chair, All

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Laura Janway at (919) 918-7326.***

**TOWN OF CARRBORO
CLIMATE ACTION TEAM– SUMMARY**



Meeting on May 18, 2023, 7:00 pm

Board Members	Board Members	Town Council Members	Staff	Guests
Meg Molloy	Kathy Kaufman	Randee Haven-O’Donnell	Laura Janway	Alesia Bregu (CAT Applicant)
Jane Danielewicz	Heidi Paulsen			
Rob Pinder	Chrissie Schalkoff			
Greg Randolph				
Lauren Nyland				
Nick Stover				

Note: Absent/Excused: Caroline Zhou, Tilly Pick, Riz Rashdi

Call to Order, Announcements

The meeting was called to order at 7:05 pm by Co-Chair Schalkoff.

Approve 4/20/23 Meeting Minutes

Stover motioned to approve the 4/20/23 meeting minutes, seconded by Kaufman. All voted in favor. **AYES: (9) Randolph, Molloy, Pinder, Paulsen, Kaufman, Danielewicz, Nyland, Schalkoff, Stover; NAYES: (0)**

Discussion Items

Proposed Amendments Relating to Attendance for Board and Commission Members

Staff member Janway provided an introduction to the proposed amendments. Nyland asked whether the fact that the CAT has decided to meet more often than their charge would be relevant; Janway stated that this could be addressed at a later time. Randolph asked if there could be excused absences because he will be traveling for two upcoming meetings and it will be difficult for him to attend due to time zone differences. Kaufman stated that her impression was that there could be excused absences. Town Council Member Haven-O’Donnell noted member Randolph’s example and asked whether they want to accept these proposed amendments or keep the current flexibility. Nyland asked how the Chair not being able to waive the requirement would help with attendance.

Schalkoff suggested that they recommend the proposed changes but allow the Chair to waive the attendance requirement. Kaufman stated she agrees with the suggestion as many advisory boards are having issues making quorum. She asked what other ideas they could suggest and stated that there is an advisory board member recruitment problem. Randolph asked if the CAT had ever not had quorum. Staff member Janway answered that this happened once over the summer last year. Danielewicz mentioned that she thought the purpose of removing the ability of the Chair to waive the requirement was so the Chair would not have the responsibility of removing someone. Schalkoff asked if they wanted to comment only on the proposed amendments relating to the CAT or other boards. Members agreed they only wanted to comment on the CAT amendments. Molloy asked if they could cancel or change meetings if everyone would be on vacation. Staff member Janway answered that this was possible. Paulsen stated that they could leave in the ability for the Chair to waive the attendance requirement as for their board as attending events is more important. She asked if they could change the language to include events. Danielewicz and Nyland stated that their board is not having an attendance issue, why take out something that is not causing a problem.

Motion was made by Nyland and seconded by Stover for the CAT to recommend that the Town Council adopt the draft ordinance to change Chapter 3, Section 3-24.16 (Climate Action Team) of the Carrboro Town Code with the following revision:

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- Do not remove the ability for the Chairperson to waive the attendance requirement.

All voted in favor. **AYES: (9) Molloy, Randolph, Stover, Danielewicz, Pinder, Nyland, Kaufman, Schalkoff, Paulsen; NAYES: (0).**

Green Neighborhoods Grant Program Outreach Discussion

Members discussed outreach for the Green Neighborhoods Grant Program. Kaufman asked if students could do a project at school and stated that it should be made clear in the rules that projects have to occur within City Limits. She also mentioned that the Town should consider allowing projects to occur within the Town's Extraterritorial Jurisdiction. Guest Bregu stated that since she and member Zhou attend Chapel Hill High School and are members of the Green Tigers Club, they could get other club members to work on a project or even work with students at Carrboro High School. Members discussed the list of outreach contacts and staff member Janway offered to send out a template email that members could use for their outreach. Molloy stated that there will likely be some confusion over the program's definition of fiscal agent, as it is defined differently in the context of 501(c) 3 organizations.

Plan Future Outreach Events

Members discussed that a calendar would be helpful to plan for future events. Staff member Janway stated that she would create a shared file with calendar dates for recurring outreach events. Members discussed potential ways to improve events, including creating CAT t-shirts and creating a banner to identify their table as the Town's Climate Action Team. Staff member Janway asked for ideas for promotional materials and members suggested mini notebooks, pens, or bandanas. Members discussed having honeycomb available for Pollinator Week in June. Co-Chair Schalkoff mentioned that she and Co-Chair Pick would like to have an open group discussion next month about roles of CAT members and how they can be most effective. Molloy also mentioned that they would like some clarity from the Town attorney regarding the question about their ability to interact with the community. Town Council Member Haven-O'Donnell mentioned giving the CAT a sample project related to climate action that could be a model for community members moving forward.

Motion by Kaufman to add an open group discussion about the CAT roles and how to be most effective to the next meeting agenda, seconded by Stover. All voted in favor. **AYES: (9) Nyland, Pinder, Stover, Randolph, Schalkoff, Kaufman, Molloy, Danielewicz, Paulsen; NAYES: (0).**

Members discussed their upcoming schedules. Motion to move their next meeting to June 22nd by Stover, seconded by Stover. All voted in favor. **AYES: (9) Nyland, Pinder, Stover, Randolph, Schalkoff, Kaufman, Molloy, Danielewicz, Paulsen; NAYES: (0).**

Members discussed taking a break over the summer. Motion to not hold an August meeting by Stover, seconded by Randolph. All voted in favor. **AYES: (9) Nyland, Pinder, Stover, Randolph, Schalkoff, Kaufman, Molloy, Danielewicz, Paulsen; NAYES: (0).**

Adjourn

Motion to adjourn by Stover, seconded by Paulsen. All voted in favor. **AYES: (9) Nyland, Pinder, Stover, Randolph, Schalkoff, Kaufman, Molloy, Danielewicz, Paulsen; NAYES: (0).** The meeting adjourned at 9:08 pm.