

LINDENHURST ENVIRONMENTAL COMMISSION

Agenda
March 30, 2016
Lindenhurst Village Hall
Special Earth Day Planning Meeting

1. Earth Day - "Reuse-Repurpose-Recycle-Rescue"
 - a. Vendor status.
 - i. Waiting to hear back from a few vendors.
 - ii. Emailed Connie with Chamber. She sent a group email and a few responses.
 - iii. Emailed Amy Bell - bag display and Farm Bureau. Amy is a yes, no response from Farm Bureau
 - b. Groot - can someone call?
 - c. Sign - Ken has taken care of.
 - d. Have police employers been contacted?
 - e. How are Displays coming along?
 - i. Rain barrels...donated by SWALCO
 - (1) Merleanne would like the rain barrel placed by her table so she can promote their sale and demonstrate how it works.
 - ii. Easy fixes to install at home, ie: faucets.
 - iii. Keurig waste. Going to put kcups in clear totes with some sort of sign.
 - iv. Community Garden - Display
 - v. Volunteers/Members
 - vi. Shoe collection - April 27 and 28. Not sure if we'll have to do this as we're having shoes picked up soon, if not already.
 - f. Tree dedication will be for Haylie and Christopher Winiewicz. Pageant rep will be there to say a few words for the dedication.
 - i. Ken - order tree please
 - g. Reusable Bags. In lieu of ordering so many bags, wondering what thoughts are in using some of the money for t-shirts for volunteers. That way we have more exposure and a better presence at our events.
 - h. Hand out flyer.
 - i. Events flyer...Sandi
 - j. Prizes:
 - i. Poster Contest (Melissa will purchase)

(1) Mayor's Choice.....	MP3 Player - donated by Abt
(2) Brainstorm.....	\$50
(3) Brainstorm.....	\$50
(4) \$25GC.....	Rocky's
(5) \$25GC.....	Rocky's
(6) Twisted Cow.....	\$5
(7) Twisted Cow.....	\$5
(8) Twisted Cow.....	\$5
(9) Twisted Cow.....	\$5
(10) Twisted Cow.....	\$5
(11) Twisted Cow.....	\$5
 - ii. Bingo - We have some left over. Will confirm what we have and order if

need be.

- iii. Nut Hunt - Melissa will order prizes and candy.
 - (1) Does anyone know Pat Gallagher at Twisted Cow in which to ask for Mud Pie Gift Certificates? Also buckets?
 - (2) Put prize table by the Nut Hunt area?
 - (3) Golden prize - MP3 player?
- iv. Food/Drinks:
 - (1) Same as last year?
 - (2) We have 2 boxes of unopened chips left over from last year.
 - (3) Kim and family will cook food. She will need 2 grills set up with gas.
- k. See to-do list and coordinate accordingly.
- l. Volunteers

2. Upcoming dates-to-remember:

- a. March 12th St Patrick's Day Parade
- b. March 30th Special Earth Day Event Planning
- c. April 6th Special Earth Day Event Planning
- d. April 13th.. Regular Meeting/Special Earth Day Event & Plant Exchange Planning
- e. April 20th..... Special Earth Day Event Planning
- f. April 23rd..... Earth Day Event
- g. May 21st Spring Plant Exchange
- h. August ?? Lindenfest
- i. September 17th Fall Plant Exchange

3. New business



What it Means WaterSense label

Products bearing the WaterSense label:

- Perform as well or better than their less efficient counterparts.
- Are 20 percent more water efficient than average products in that category.
- Realize water savings on a national level.
- Provide measurable water savings results.
- Achieve water efficiency through several technology options.
- Are effectively differentiated by the WaterSense label.
- Obtain independent, third-party certification.

Look for the Label

The WaterSense label can be found on products for the home, including:

- Bathroom sink faucets and accessories
- New homes
- Showerheads
- Toilets
- Urinals
- Weather-based Irrigation Controllers

The WaterSense label also appears on professional certification programs for landscape irrigation professionals. These WaterSense labeled programs verify professional proficiency in water-efficient irrigation system design, installation/maintenance, and auditing.

WaterSense is continually working to expand the number of products and service programs that qualify for the label. Visit the pipeline to preview products and services that WaterSense is currently developing specifications for.

Earth-Arbor Day Activities 2016

Saturday, April 23 10:00AM-1:00PM

January		
1.	X	Establish Earth/Arbor Day date, time, and budget.
2.	X	Arrange first formal meeting.
Early February		
1.	X	Conduct first formal meeting.
2.	X	Go over tips from last years (suggestions).
3.		Divide up potential exhibitors and call for availability (Advise everyone that certificate of insurance must list Village of Lindenhurst as additional named insured or Hold Harmless Agreements are required as determined.)
4.	X	Contact Lindenhurst Queens
Late February		
1.	x	Meet and discuss results of calls to exhibitors.
2.	x	Discuss activities for kids.
3.		Contact scouts and police explorers.
4.		Discuss 50/50 and raffles (times and sellers).
5.	x	Make arrangements to have dates changed on wooden panel signs (Rob Garcia).
6.		Set up Plant tour and contact...
March		
1.		Meet with Village and discuss "to do list" (see attached).
2.		Contact Press for event publicity.
3.		Contact Stacy about publicity on Village website and Channel 17.
4.	x	Print up flyers.
5.		Order trees.
6.		Order food from GFS.
7.		Prizes purchased.

8.		Contact all exhibitors to confirm, and have them provide certificate of insurance or a hold harmless agreement.
Two weeks before Event		
1.		Deliver flyers to area schools.
2.		Title posters for each exhibitor table.
Week of Event		
1.		Email reminder to exhibitors.
Friday before Event		
1.		Pick up any remaining supplies.
2.		Set up 3 rd grade pictures for display.
3.		Evaluate and assist in exhibitor set up/support.
Village (Matt Formica 847-356-8252) 40 tables, 100 chairs		
1.		Arrange for pick up of 20 cases of pop.
2.		Set up routes and staging for cleanup volunteers.
3.		Cash box with \$50.00 in small change.
4.		Channel 17 information.
5.		Explorers for traffic control.
6.		Contact Rob about plant tours.
7.		Contact Milburn, BJ Hooper, and Pleviak schools for tables and chairs.
8.		Print bathroom signs, and tour signs, and Police Department open house signs.
9.		Get banner and give to front desk for Rob Garcia to have date changed.
10.		Arrange to have an office staff member to help with making copies for paperwork.
11.		Confirm certificates of insurance and/or hold harmless agreements for exhibitors.
Public Works		
1.		Pick up wood signs and drop off at Rob Garcia to change date (late February).
2.		Contact Groot to arrange for compost and wood chips.
3.		Arrange for trash and recycling bins through Groot.

4.		Hang Earth Day banner on building 2-3 weeks prior to event.
5.		Pick up and install Earth Day signs 2 weeks prior to the event.
6.		Pick up extension cords and power strips.
7.		Bring coolers from tower and clean out.
8.		Pick up tables and chairs.
9.		Pick up table cloths.
10.		Arrange for orange trash bags for volunteers.
11.		Gather orange safety vest for volunteers.
12.		Pick up pop.
13.		Pick up sound system with portable microphone and set up.
14.		Clean and set up 1-ton trucks for trash pick-up.
15.		Clear and clean both garages.
16.		Hang tarps in garage areas.
17.		Pick up ice and place in coolers with pop the night before the event.
18.		Set out traffic control devices for park district run/walk event.
19.		Collect garbage that volunteers have filled.
20.		Pick up traffic control devices following the conclusion of run/walk event.
21.		Set up tables and chairs with table cloths and exhibitor signs.
22.		Place covers over drains in garage.
23.		Hang up bathroom signs, tour signs, and police open house signs.