**Energy Conservation & Building Standards Objective 4 Subcommittee Meeting**

*In attendance: Alex Dzurick, Claudia Szczepaniak, Jessica Tran, Marian Huhman, Morgan Johnston, Morgan Kaplan*

1. Logistics of pilot energy audit for Friday, April 15.
   1. 8 quad buildings targeted: Altgeld, English Building, Lincoln Hall, Gregory Hall, Smith Memorial Hall, Foreign Languages Building, Davenport Hall/Chem Annex, Noyes Lab
      1. Altgeld, Davenport, and FLB are closed and locked at 6pm on Fridays, and so will have to be unlocked.
   2. 16-24 volunteers; 8 teams of 2-3 volunteers per building.
      1. Give teams building maps/floor plans and tally sheets.
   3. Possible food incentives:
      1. Chipotle
      2. Jimmy Johns
      3. Pizza/cookies
      4. Whatever is a cheap and easy option, which we will ask iSEE to fund.
   4. What will volunteers do?
      1. Between 6-7pm on Friday night (April 15), student volunteers will tally the number of light switches and lights they turn off in their assigned campus building, and also close any open windows they encounter. For now, they will stay away from touching technology in the rooms. We may allow turning off projectors and other technology later on.
2. Issues to consider:
   1. Janitor schedules
   2. When office doors are closed but the lights are on, do students go inside to turn the light off?
   3. Nighttime events happening in these buildings at night
   4. How and when to recruit?
      1. Send out an advertisement in iSEE newsletter and share via SSC, SECS, or USGBC.
      2. Create an event on the sustainability calendar with a small paragraph describing the event along with a registration form, which can be created by iSEE. Can post to Facebook as well.
      3. Set up registration forms before spring break and take the program live around March 28.
   5. What will the program be called?
      1. If we call it Friday Night Lights, would be like joining in on efforts at other universities since it’s a common program name.
      2. Illini Lights Out, Illini Fights Lights, Friday Light Out (like Friday Night Out, a fun name for students)
      3. Agreed on Illini Lights Out for now.
   6. Who will run headquarters? Probably members of this subcommittee—MH and Alex are planning on being there.
      1. JT will analyze tally sheets afterwards.
3. MJ: We need to get the Student Senate more involved in campus sustainability. Maybe they could be involved in this program. Alex will contact.
   1. Student Senate can request the meeting space for volunteers to meet beforehand, such as the Illini Union patio. Alwx.
4. MH: What about getting the Student Sustainability Leadership Council involved?
   1. Marian will reach out to Jessica Tang, the head of SSLC.
5. Tasks
   1. CS will write the blurb about the program to send out in the newsletter. Marian will approve it.
   2. Work on designing stickers to give to volunteers after they participate.
      1. Could eventually make a brand or slogan out of it.
   3. MK will develop instructions for volunteering.
   4. MK will attend SECS meeting this Wednesday, March 2.
   5. MH will contact Michelle Nelson in Advertising.
   6. JT will revise this pilot recommendation.
   7. Next meeting will continue discussion on logo contest for Orange and Blue Go Green.
6. Next meeting: Tuesday, March 8 at 3:30pm.