

GC3 Advisory Committee Call

August 26, 2008

Present: Mark Buczek; Richard Cottrell, SYSCO; Mark Buczek; Eric Harrington, True Textiles; Roger McFadden, Corporate Express/Staples; Dave Long, ESS; Tom Swarr, UTC (retired); George Wilkish, Prime Consulting; and Joel Tickner, Yve Torrie, and Melissa Coffin, Lowell Center for Sustainable Production.

Review of GC3 Roundtable

The meeting evaluations collected from the Roundtable were overwhelmingly positive. The Nike campus was both beautiful and staffed with professional and capable event staff, and the presentations given at the meeting were very popular. Suggested improvements included more time for the working groups to meet, extending next year's agenda to give participants a full 2 days of meeting, and allowing for more technical presentations and case studies to be added to the agenda.

Corporate Express (recently acquired by Staples) has offered their Broomfield, Colorado facilities for the 2009 GC3 Roundtable. Roger will find out about available dates in late April so we can send a Save the Date notice out in the early fall.

GC3 Business Plan

The Lowell Center put together a draft business plan using the plan for the Green Chemistry Institute's Pharmaceuticals Roundtable as an example. The group thought that the draft was a good beginning and made additional suggestions:

- Financial accounting to show how the GC3 is financed, how those funds are spent each year, and how the spending is prioritized.
- Clarifying language to make it clear what risks participants are taking. e.g. Is the GC3 incorporated? Are there tax issues relevant to the group? etc. Making this clear would address participating firms' concern of financial and other risks involved with participating.
- Defined deliverable work products for each working group with timelines.
- Clarification of how the three working groups interact, and how their work products are relevant to each other.
- Additional appendices for GC3 accomplishments, 2009 deliverables, and a code of conduct.
- Anti-trust language.
- Register the GC3 name and logo.

The Lowell Center will revise the business plan based on these comments and resend to the Advisory Committee for further comment. To inform the financial section of the plan, each working group should decide on their goals for the coming year and the staffing needed to achieve those goals.

Advisory Committee Election Process

Concepts of an election that were discussed on the call were that no more than half of the Advisory Committee could turn over in any given year and that only one working group Chair

could be replaced at a time. Nominations for participants in the Advisory Committee were taken at the July Roundtable, but it was unclear which seat the nominee might be interested in filling.

The Lowell Center will propose an election process based on this discussion and circulate it to the Committee for comment.

Next Steps

Roger McFadden will check on the availability of Corporate Express/Staples' meeting facilities for a late April 2009 GC3 Roundtable.

The Lowell Center will revise the business plan based on today's input and send it around again to the Advisory Committee for further comment. This revised draft will also be sent to the University's legal department for input.

The Lowell Center will research the steps necessary to trademark the name, logo, and related artwork of the GC3 to control its use.

The Lowell Center will circulate to the Advisory Committee proposed language for an election process based on the discussion today.