



## **SUSTAINABILITY COMMITTEE MEETING MINUTES**

**September 23, 2025 at 2:30 PM**

**Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho**

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### **Call to Order**

Chair Christine Moon called the meeting of the Sandpoint Sustainability Committee to order at 2:30pm on Tuesday, September 23, 2025, in Council Chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### **Roll Call**

PRESENT

Christine Moon, Chair

Deborah Dickerson, Vice Chair

Diana Duke

Mary Wilkosz

Makayla Sundquist

Also present were City Council Liaison Pam Duquette, staff liaison Katie Keeney, Public Works Director Holly Ellis, and board clerk Mandy Brown.

### **General Announcements/Comments**

#### **1. Idaho Open Meeting Law / Agenda Amendment Procedure**

For the purpose of acknowledging and curing any possible open meeting law misstep, staff liaison Katie Kenney read for the record a statement regarding the item that was added to the August agenda during the meeting to ensure an understanding of this portion of the law.

### **Meeting Minutes Approval**

#### **2. Approval of the Minutes from the Committee's August 26, 2025, Meeting**

The minutes from the Committee's August 26, 2025, meeting were approved as presented.

Motion made by Chair Moon, Seconded by Committee Member Sundquist.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist

### **Committee Business**

#### **3. Downtown Revitalization Phase 3 Citizen Advisory Committee**

Public Works Director Holly Ellis provided some brief information on job duties of the Downtown Revitalization Phase 3 Citizen Advisory Committee. Diana Duke was then nominated to serve on behalf of the Sustainability Committee and accepted the nomination.

Motion made by Chair Moon, Seconded by Vice Chair Dickerson.  
Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist

**4. Reschedule November 2025 meeting from Tuesday, November 25, to Thursday, November 13, at 2:30pm**

After a brief discussion of rescheduling the November 25, 2025, meeting to November 13, 2025, committee members made unanimous decision in favor of moving the meeting to the proposed date.

Motion made by Committee Member Sundquist, Seconded by Vice Chair Dickerson.  
Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist

**5. Reschedule December 2025 meeting from Tuesday, December 23, to Tuesday, December 9, at 2:30pm**

After a brief discussion of rescheduling the December 23, 2025, meeting to December 9, 2025 committee members made unanimous decision in favor of moving the meeting to the proposed date.

Motion made by Committee Member Wilkosz, Seconded by Committee Member Duke.  
Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist

**6. Communication Sharing**

All committee members were in agreement about sharing their personal email addresses, with the understanding that their emails would become public record and a reminder about Idaho open meeting laws and creating a quorum.

Motion made by Chair Moon, Seconded by Committee Member Wilkosz.  
Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Wilkosz, Committee Member Sundquist

**7. Discussion - Sustainability Plan**

Committee members continued their discussion on the creating a Sustainability Plan.

**8. Comparable City Sustainability Plans Report by Mary Wilkosz**

Reports were prepared and presented by Committee members Wilkosz & Dickerson. Information only; no Committee action.

**9. Regional University Sustainability Programs for Partnership Report by Deborah Dickerson**

This topic was not discussed. No Committee action.

**10. City Sustainability Personnel Report by Christine Moon**

Report presented by Committee member Moon. Information only; no Committee action.

**Committee Roundtable**

Committee members held a roundtable discussion on several topics. These topics included identifying low hanging fruit in previous Sustainability plans, promoting Staples battery recycling program, and starting a monthly Sustainability article to be published in the Reader, Daily Bee, and the Co-op Newsletter. Other brief topics include a special meeting to be held in October; a potential meeting room change, tree planting in the median, and noticing in the paper.

**Adjourn**

With no further business on the agenda, the meeting was adjourned at 4:00 pm.

The foregoing minutes, prepared by the Board Clerk, were approved by the Committee during their meeting on Oct 28, 2025.



Christine Moon, Board Chair



Attest: Mandy Brown, Board Clerk