

Valparaiso Environmental Advisory Board

Working Session Meeting Summary | April 28, 2025

1. Call to Order

The meeting was called to order at **4:30 PM**.

2. Roll Call

All Board members were present except for Sara McKelvey and Greg Quartucci.

3. Review Agenda

The committee reviewed and approved of the agenda for the working session.

4. Assignment of Subcommittee Chairs

- **Governance & Administrative Committee** - Chair assigned is Ellen Kapitan, Maureen Turman and Sara McKelvey to assist.
- **Business Engagement & Incentives** - Chair assigned is Greg Quartucci. Malorie Medellin to assist.
- **Grants & Advancement** - Chair assigned is Maureen Turman.
- **Policy, Operations & Review** - Chair assigned Malorie Medellin.
- **Community Outreach & Education** - Chair assigned is Sara McKelvey
- **Action Item:** Malorie Medellin to draft email to send out for subcommittee member recruitment.

5. EAB Goal Development

- The Board determined that further refinement of the EAB goals should be done in subcommittees once they begin meeting.

6. Next Steps for McGill Project

- The Board discussed the status of the McGill Project in light of the Valpo Parks email from earlier in the week. The Board determined that additional information is needed regarding ownership of the McGill property, related environmental documents and status of remediation.
- **Action Item:** Ellen Kapitan to seek additional documentation on status of project.

7. Newsletter Planning

- The Board selected a proposed template for the newsletter based on designs by Sara McKelvey.
- The Board discussed issuing the first newsletter in May to potentially feature information on composting, pollinator and ozone gardens.
- Ellen Kapitan noted that the City will be adopting, based on advice from the EAB, an international composting week proclamation.

- Naia Nikitaris recommended sharing information in the newsletter regarding upcoming events by the Valparaiso Native Plant Society.
- **Action Items:** Board members to send ideas for information for the newsletter. Malorie Medellin to forward IDEM resources related to composting.

8. No Mow May Review

- The Board further discussed changing the “No Mow May” event into a “Pollinator Protection” campaign for the season based on community feedback at the previous meeting.
- **Action Items:** Ellen Kapitan and Sara McKelvey to coordinate new program.

9. Special Interest Group Engagement

- Sara McKelvey drafted and circulated emails to Special Interests Groups to elicit feedback on initiatives and issues for the community. The Board has already received some responses.
- Ellen Kapitan noted the possibility of setting up a Plastic Free roundtable with the Special Interest Groups in June to get people connected.
- Sara McKelvey is considering topics for that Roundtable discussion.

10. Department Head Meetings

- The Board has received two responses from the Valparaiso Department heads—including Bob Thompson and Steve Poulos. Both individuals said their respective Departments could be in a position to engage with the EAB in June.

Meeting adjourned at 5:50pm.

- **Next Regular Meeting:** May 5, 2025