

# Sustainability in Lease Leased Space Project Team Meeting

**Location:** Telephone tie-in

**Date:** 12/3/19  
**Time:** 10:00 AM

## Team Members:

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## Team Charge:

Develop materials and plans for how agencies can be sustainable in a leased space, including optimizing communication between landlords and lessees regarding sustainability and supporting project deployment in lease spaces.

**Attendees:** S. Mallory, J. McCarthy, C. Petruzzello, J. Hershmann, E. Shrago, V. Kolton

## Meeting Minutes

Topic	Discussion
Snow storm	Due to storm, meeting was held via telephone tie-in
Discuss meeting minutes	Meeting minutes are being posted by Nancy Morse, office assistant to John McCarthy
Discuss next report out to full committee this Friday	Not our turn to report out because the next meeting is an even month. Next turn to report is January.
Presentation by Steve from DAS Fleet re: the installation of charging stations for electric cars	Steve had to reschedule. Steve is currently working on state-owned buildings. Working with utilities. Developing policies regarding use of charging stations. Not focusing on leased properties yet.
Any other discussion	None brought up
	Shane to send out standard lease to everyone
Adjournment	Meeting was adjourned at 10:15
Set Meeting Calendar	