

**Northern Women's Symposium 2009  
Green Meeting Strategies  
Created by *Footprint Management Systems Inc.***

- 1) Water was chilled tap water served in pitchers and glasses, eliminating plastic water bottles.

**Reduce**

Financial Savings: \$97.50 Environmental Savings: 180 plastic bottles not entering the waste stream

- 2) No disposable cups, dishware, cutlery or napkins were used at the event.

**Reduce  
Reuse**

Financial Savings : \$325 Environmental Savings: Waste was not created by over 250 small and large foam plates, 350 paper napkins, 275 foam coffee cups, and over 375 pieces of plastic cutlery

- 3) Registration packages were minimal; a folder with a USB key and speaker information.

**Reduce  
Recycle**

Environmental Savings: Speaker information was printed on 100% recycled content paper.

- 4) Signage was reused from 2008, new sponsor logo's were printed and added to the existing signage. A flatscreen television was used to provide additional information about sponsorship, speakers and other relevant data. The signs used on stage were created by Busy Bee Signs and Graphics reusing sign board from the Northern BC Winter Games.

**Reduce  
Reuse**

Financial Savings: Signs will be reused at next symposium, no additional signage will need to be created.  
Environmental Savings: Repurposing signboard from another function is a creative way of reducing the amount of one-off material which goes into the landfill.

- 5) Badge holders and lanyards were collected from participants to be used again by Community Futures Peace Liard. The lanyards were re-used from 2008.

**Reduce  
Reuse**

Financial Savings: Will be reused at multiple functions  
Environmental Savings: Reducing the number of badgeholders and lanyards, which will eventually end up in a landfill.

*Created by....*

- 6) Centerpieces in the session area were made from paper. The centerpieces in the luncheon area were half real flowers and half artificial. The vases were rentals.

**Reduce**  
**Reuse**

Environmental Savings: There was no unnecessary purchase of vases. The mixing in of some artificial florals minimized the travel footprint necessary to bring in flowers and greenery from out of country and they were returned to florist to reuse. The paper flowers will be reused. The coffee beans in the vases are reused from function to function.

- 7) Cream and sugar at breakfast and coffee breaks was served in bulk; cream in chilled pitchers and sugar in pour jars.

**Reduce**

Environmental Savings: reduced waste created by individual creamer and sugar packages

- 8) Anti-idling policy established for delivery vehicles and vendors.

**Reduce**

Environmental Savings: carbon emissions minimized

- 9) Both Lone Wolf Catering and Cornerstone Catering were local caterers

**Reduce**

Environmental Savings: carbon emissions minimized by choosing local caterers, less travel distance required.  
Additional Consideration: Local caterers enhance local economy

- 10) Gold panning demonstration organized by the District of Taylor spotlighted a local event, the "Annual World's Invitational Class "A" Gold Panning Championships & the Taylor Gold Panning Weekend".

- 11) In lieu of a traditional thank you gift for the master of ceremony, a donation was made towards his upcoming walk in the Relay for Life, supporting the Cancer Society.

*Created by....*

12) All garbage was collected and sorted during the set up through to the take down of the event. It was sorted and measured and the results are as follows:

The recyclable cans, drink containers were taken to the recycling depot in Dawson Creek and the recycling revenue donated to the Food Bank collection.

5 lbs of non-contaminated paper and cardboard from participants, caterers and the set-up of the event was collected and recycled. This included take-out coffee cups brought by participants, handouts left behind, non-contaminated packaging from caterers, any packaging from set-up that was not reusable

7 lbs of non-contaminated plastic was collected and recycled. This included mainly packaging from caterers, washed yoghurt containers from coffee breaks, and a small amount of plastic from packaging from set-up.

32 lbs of food waste was collected and delivered to the Bear Sanctuary operated by Mrs. Leona Greene. This included waste from food prep as well as scrapings from plates after meals.

There was contaminated recyclable plastic and cardboard that ended up in the landfill, which was largely from food prep and catering. The strategies that could have assisting in avoiding the waste are as follows:

- Provide more education to the caterers regarding the alternative options for food transport rather than using large amounts of plastic food wrap.
- Provide more education to caterers regarding possible contamination of the recycling bin contents by non-recyclable waste.
- Request that the caterers monitor their cardboard and plastic packaging and work with them on alternatives for packaging

A video is available on the following you tube site regarding the disposal of the food waste to a local animal sanctuary.

[http://www.youtube.com/watch?v=K4OXk\\_MiJ3o](http://www.youtube.com/watch?v=K4OXk_MiJ3o)

When planning your green event remember that it is not always possible to make the best choice, but what is important is that you make the “better” choice with a commitment to always improving.

For more information about greening your events or to book a workshop, please contact us at [info@managefootprint.com](mailto:info@managefootprint.com)

*Created by....*

