

# Planning a Conference with Sustainability in Mind

International Climate Stewardship Solutions Conference  
June 29 & 30, 2009  
[www.ClimateStewardshipSolutions.org](http://www.ClimateStewardshipSolutions.org)



**We are especially grateful to the Bismarck Civic Center and Corey Castleman Catering for working with us to integrate sustainable practices, where and when possible, into this conference, and to the Schmidt Family Foundation for funding to support these efforts.**

Together, we have managed to provide you with the following:

- Water stations, instead of plastic bottled-water.
- Biodegradable hot/cold beverage cups, instead of styrofoam or plastic cups.
- Bio-plastic bottles (for bottled water), instead of conventional plastic bottles where other options for water have been unavailable (outdoor reception and dinner).
- Organic, shade-grown/fair trade coffee and fair trade teas.
- Locally or regionally sourced and sustainably raised food for meals, when and where possible.
- Silverware and china for meals.
- Stainless steel cream dispensers for coffee/tea, instead of individual packets of cream.
- Stainless steel spoons, instead of disposable stirrers (for hot beverages).



## A Special Location for Our Reception and Dinner

Thank you to Bismarck State College for hosting dinner in the National Energy Center of Excellence.

In addition to a wonderful view, guests will experience the building's geothermal system, which heats and cools the 88,000 square foot building. This is one of North Dakota's most energy-efficient buildings.



## Other Efforts

Outreach:

- Electronic communication of event and updates for the majority of outreach.

Supplies:

- Recycled pocket folders
- Recycled paper
- Reusable name tags

Selection of providers:

- When possible we have chosen to work with local businesses: Amazing Grains, Corey Castleman Catering, Maple River Winery, and United Printing.
- Where possible, we have chosen to work with family-owned/run businesses: Copy Stop and Water Billboards.



## Providers' Contact Information

**Amazing Grains:** for bulk coffee orders and teas -- organic, fair-trade, shade grown.  
Address: 214 Demers Avenue, Grand Forks, ND 58201  
Phone: 701-775-4542  
Contact person: Betsy Perkins  
[www.amazinggrains.org](http://www.amazinggrains.org)

**Copy Stop:** for use of paper with recycled content for printed material.  
Address: 1035 E Interstate Avenue, Bismarck, ND 58503  
Phone: 701-222-1285  
Contact person: Sandy Gappert

**Corey Castleman Catering:** for local and sustainable food sourcing to the extent possible.  
Address: 2020 46th Ave SE, Mandan, ND 58554  
Phone: 701-663-1300  
Contact person: Corey Castleman  
[www.coreycastleleman.com](http://www.coreycastleleman.com)

**Maple River Winery:** for North Dakota fruit wines.  
Address: 628 Front Street, Casselton, ND 58012  
Phone: 701-347-5900  
Contact person: Greg Kempel  
[www.mapleriverwinery.com](http://www.mapleriverwinery.com)

**United Printing:** for banners and signage.  
Address: 117 W Front Avenue, Bismarck, ND 58504  
Phone: 701-223-0505  
Contact Person: Kilee Dobogai  
[www.unitedprinting.com](http://www.unitedprinting.com)

**Water Billboards:** for bio-plastic bottled water and biodegradable hot/cold beverage cups.  
Custom labeling available  
Address: 107 11th Street East, Canby, MN 56220  
Phone: 507-223-7133  
Contact person: Paige Kamrath  
[www.waterbillboards.com](http://www.waterbillboards.com)



## Supplies Ordered On-Line



**RePocket Recycled Folders** made from 100% recycled fibers.  
[www.sustainablegroup.net/store/green-event-and-presentation-materials/repocket-presentation-folder-recycled-custom](http://www.sustainablegroup.net/store/green-event-and-presentation-materials/repocket-presentation-folder-recycled-custom)

**Reusable Name Tags**  
[www.nametag.com/reusable-name-tags.shtml](http://www.nametag.com/reusable-name-tags.shtml)



## Tips for Incorporating Sustainable Practices into Events

- Be prepared to spend a bit more time planning your event, if you intend integrating sustainability into it.
- Factor in additional cost into your budget. For example, the bio-plastic bottles and biodegradable hot/cold beverage cups do cost more than conventional plastic bottles and plastic/styrofoam cups. Purchasing local and/or sustainably raised food is also more expensive.
- Ask those who are providing food services if they can supply you with what you need. If they can't, ask them if you could help source the items for them and arrange to have these items delivered to them instead.
- Don't be afraid to ask suppliers and service providers to accommodate your concerns.

