

BOARD MEETING MINUTES
(March 24, 2016)

Location

Carnegie Building
2nd Ave.
Durango, CO 81301

Board Members Present:

Werner Heiber
Kurt Schneider
Laura Moorefield
Peter May-Ostendorp
Mary Beth Miles
Heather Erb
Jack Turner arrives at 3:07pm

4CORE Staff Present:

Laurie Dickson

Guests Present:

Nancy Andrews

Absent:

Mark McKibben

CALL TO ORDER – Kurt Schneider acting as Chair, calls meeting to order 3:05pm.

- Kurt introduces Laurie Dickson to the Board as new Program Director.

OLD BUSINESS

- Approval of February 4 and February 25, 2016 meeting minutes.
 - Discussion: Mary Beth Miles, wanted to discuss that city's impression
 - **Motion:** Heather moves to approve the 2/4/2016 and 2/25/2016 minutes with minor spelling corrections. Laura seconds. Passes unanimously.

NEW BUSINESS

Staff Program Update (Laurie Dickson, Program Director)

- Solarize Archuleta
 - Good momentum
- EPA Environmental Justice
 - Calcom will be providing some volunteer assistance on the Southwest Horizons Ranch
 - Still trying to make inroads on Habitat home
 - We need to raise additional funds to cover the cost of equipment (\$30-\$40k).
 - Laurie suggests that we do not mention this as match funds for EPA Environmental Justice but rather funds to purchase solar PV equipment for low income homes
- Refuel Colorado
 - Laurie has been approved as the alternative fuels lead on the Refuel Colorado program
- LPEA

- Has spoken with Jeannie Bennet and Jack Turner, and 4CORE has been encouraged to apply for unclaimed capital credits, with \$25k available. Next deadline for funding is August. However, they would make exception for us on special program in connection with EPA
- Jack Turner: virtual net metering for the Southwest Horizons project probably not an option, too much politics
- SWCOG meeting with Miriam
 - Staff-staff meeting on 3/23. Determined best strategy would be for staff to provide both 4CORE and SWCOG boards with framework/strategy for the document
 - Miriam has raised grant opportunity related to recycling program grant for which SWCOG is not eligible as a government organization. Heavy focus on education and outreach.
 - With SWCOG, there probably would be a program director overseeing 4CORE topics, perhaps transportation would migrate to the COG side given their existing transportation work
 - This is a good fit. The more community orgs you have on a grant, the greater the chances of success. It's moving forward and the merger is a really good opportunity.
 - Conversation seems to be headed toward 4CORE maintaining autonomy as a 501c3 organization to continue to enable these sorts of collaborations on grants.
 - Miriam presented a budget, which looked a lot better going with SWCOG. 4CORE is in a much stronger position.

Financial Update (Kurt Schneider, Treasurer)

- Have a \$37k cash balance with no accounts payable
- Activity is somewhat small at the moment
- City has paid a \$5.5k first quarter installment
- Accounts receivable, waiting on another installment of a \$1k newsletter sponsorship
- Referrals for energy audit upgrades have ended. We had done 6 additional before end of year.

Home Rx 2015 Production Numbers (Kurt Schneider, Treasurer)

- City is still funding \$5k of city resident upgrades from 2015 and before
- Completed 39 audits total in 2015
- Will have Laurie or Dianne do a mass mailing for residents who did not yet tap upgrade funds

SWCOG Update (Kurt Schneider, Acting Chair)

- April 1 luncheon with SWCOG board has been delayed until Miriam and Laurie can provide clarification on framework/strategy for the merger due diligence process
- Miriam still to provide updated budget savings estimates. Currently estimating fairly large savings for 4CORE, somewhat more modest savings for SWCOG
- Laura: do we know how much annual funding we might receive through the COG if we go that route?

Board of Directors Initiatives (Kurt Schneider, Acting Chair)

- Office space, La Plata County
 - Mark has indicated that the space on Burnett Dr. is still available
 - Board needs to decide and take a look at the space
 - Kurt suggests that the Tech Center space may be a better long term option if combining with the COG and with the potential for increased rent in the West Building
 - Nice conference room for board meetings
 - Ramifications are that this could increase our rent, definitely would increase rent expense for the COG
 - Kurt is looking for direction, how do we want to proceed?
 - Kurt, Heather, Laura, Werner will examine the La Plata County space and report back to the board in April. Will invite Miriam as well to evaluate on COG's behalf.
- Compensation plan
 - July 2014, board approved a new compensation plan but was never incorporated into the policy and procedures manual
 - Old pay scales are still present in policies and procedures dating back to Weatherization days
 - Appendix B is changing to reflect current pay scales and job titles; C and D are still in effect and have not changed

- Staff has requested that this policy be updated
- Heather: I would like to find additional time to discuss increasing Laurie's time to full-time vs. half-time
- **Motion:** Heather moves that the Board approve the proposed appendices B, C and D and that they be added to our policies and procedures manual. Laura seconds.
 - Nancy: wondering if paid time off includes sick days, death in the family?
 - Mary Beth: this is the way the city does this, there's no distinction between sick days and vacation
 - Peter: this is sick days and PTO altogether
 - Nancy: I would recommend saying that 0-2 years is the first tier
 - Amendment: modified
 - **Revised motion.** Nancy moves, Werner seconds. Unanimously approved as amended.
- Board composition
 - Peter submits his letter of resignation to the Board
 - **Motion:** Mary Beth moves that Laura serve as Secretary on the Executive Committee. Kurt seconds. Unanimously approved.

ADJOURNMENT – MEETING ADJOURNED AT 4:52PM

Next Meeting:

Thursday, April 21, 2016
Carnegie Building
2nd Ave.
Durango, CO 81301

Respectfully submitted by:
Peter May-Ostendorp, Secretary, 4CORE Board of Directors