

**BOARD MEETING MINUTES**  
(February 25, 2016)

**Location**

Carnegie Building  
2<sup>nd</sup> Ave.  
Durango, CO 81301

**Board Members Present:**

Laura Moorefield  
Paul Senecal  
Mark McKibben  
Werner Heiber  
Kurt Schneider  
Peter May-Ostendorp  
Nancy Andrews  
Heather Erb (arrived 3:14pm)

**Absent:**

Mary Beth Miles  
Jack Turner

**CALL TO ORDER** – Kurt calls meeting to order as Acting Chair at 3:03pm.

- No introductions. No guests.

**OLD BUSINESS**

- Approval of old meeting minutes. No minutes from February 4, 2016 meeting, just a motion that was circulated by email.
- **Action:** Peter will send revised minutes.
- **Motion:** Mark moves to approve January 21, 2016 minutes. Laura seconds. Unanimously approved.

**NEW BUSINESS**

**Financial Status (Kurt Schneider, Treasurer)**

- Cash position: \$2,500 of our cash is earmarked for SW Horizons project as pass-through from Ballantine Foundation grant.
- \$8,000 in receivables, about \$7,000 in payables. Payables mainly due to HomeRx upgrade and rebate payments.
- \$3,400 due from City of Durango listed on financials has been paid. Still waiting on EPA, Silverpick, and CLEER.
- Operating cash is \$38,500 as of February 25.

**New Program Manager (Kurt Schneider, Acting Chair)**

- EC interviewed Laurie Dickson for Program Manager and ED postings
- EC unanimously agreed to hire her for a Program Director position, despite the fact that this position hasn't been explicitly advertised; would be half-time non-exempt employee, pending some modifications to the job description
- Pete: we agreed that her responsibilities would exceed the description of Program Manager, but wouldn't quite be at the level of Executive Director
- She's expressed to the EC that she would be interested in applying for ED if the BoD decided that it would be appropriate to hire one (i.e. if COG discussions aren't fruitful)

- Kurt will train her for her first week
- Laura: what are we doing with salary? We don't have a range for this?
- Our policies and procedures have never been updated, so we at least need to incorporate the changes voted on in 2014.
- **Action:** Pete and Kurt to identify the changes made to pay scales and our current policies and procedures manual, circulate to board for review.

#### Program Updates (Kurt Schneider, Acting Chair)

- Solarize
  - Have 60 hot leads out to contractors
  - Program will end at end of March, another public event 2/29 at Riff Raff Brewing
- Solar Low Income
  - Heather asks for history of how 4CORE got involved with solar barn raising
  - John Lyle was going to assist with design, 4CORE was going to provide John with staff member to train for orders, inventory, logistics, etc.
  - It got to the point that John's demands on 4CORE for support exceeded the original understanding; he's not going to be a part of the program at this time
  - Will be doing a ground-mount system to offset water distribution/pumping, keep rents low; will also be doing a Habitat home
  - Diane is raising the match funds for this
- Refuel CO
  - Trying to get Laurie involved with that program and get CEO's blessing
- BP
  - Nancy: still waiting on a study from Exponential Engineering for interconnection
- HomeRx, Peter May-Ostendorp and Kurt Schneider
  - Current situation: 4CORE is marketing, getting leads, reviewing reports, processing rebates, etc. Referral fees from Gregg.
  - City was providing audit incentive of \$100. Still have Home Energy Score, Atmos, Amerigas, and LPEA incentives available.
  - Kurt: we would have to take money out of the budget to fund staff, potentially fund incentives.
  - Heather: how much would HomeRx cost in man-hours? → about \$7,000 in staff time, in addition to rebate funds and marketing
  - Paul: we have worked ourselves out of this; Gregg has come along and developed the capabilities to do this and has the expertise. Shouldn't we just let Gregg take the reins?
  - Kurt: we need a decision for Gregg's sake and because we're getting calls from city residents about the incentives.
  - Nancy: what about the city MOU? → Mary has stated that the city wants to hold off on the MOU until the COG discussions are clarified; they will make a first quarter payment (should be \$5,500); suspect that we may not get additional funding from the city
  - Nancy: doesn't look like HomeRx are going to be a factor in the MOU
  - Kurt: city doesn't seem to be interested in our appeals to continue the program
  - **Motion:** Paul moves to end the HomeRx program, continue to encourage home energy audits to the public, and continue to provide the public with references to private sector energy auditors. Kurt seconds. Unanimously passes.

#### Board of Directors Initiatives (Acting Chair)

- LPEA
  - Laura: we met with Dan Harms and Mike Dreyspring and discussed our program possibilities
  - Jack gave a 4CORE program update; we've been invited to present what is going on with Southwest Horizons project
  - Dan had intimated that there might not be money in the budget for 4CORE; we're not sure what funds might be available at this time, but signs don't look very promising
  - If so, we may have a \$50,000 hole in the budget
  -
- SWCOG

- Miriam has asked for our documents and presented her information to the board; board wants her to proceed with the discussions
- Kurt and Pete meeting with Miriam on Monday; discuss concerns; identify a rough plan for moving forward; trying to get Laurie Dickson involved if possible
- Mark: the county may have some office space available at 135 Burnett Dr.; 3 offices and a conference room available at the Tech Center; interested in pursuing that space; may put forth a proposal for an in-kind donation or reduced rent; if there's a marriage between 4CORE and COG, we might be looking at space for the COG as well
- Mark: Susan Hakanson has been asked for an objective appraisal; she generally sees this in a positive light; potential considerations:
  - Maintain 501c3 status and autonomy, have our own independent advisory board
  - COG would provide access to grants specific to government organizations
  - Being part of an umbrella group, grant applications might look better, broader access
  - Potential for fragmentation of decision making amongst COG board?
  - Favors idea of keeping 501c3 status
  - When we get to MOU, critical that policy decisions for us would be approved by our advisory board, but COG board could make recommendations; COG would have budget authority on admin stuff
- Miriam sees need for strategy summit between member(s) of 4CORE BoD and COG BoD

**ADJOURNMENT – MEETING ADJOURNED AT 4:52PM**

**Next Meeting:**

Thursday, March 24, 2016  
Carnegie Building  
2<sup>nd</sup> Ave.  
Durango, CO 81301

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