

4CORE Board Meeting Minutes: February 27, 2014



LOCATION

Carnegie Building Meeting Room

BOARD MEMBERS PRESENT

Werner Heiber
Tom Holcomb
Mark McKibben
Mary Beth Miles
Peter May Ostendorp
Lew Pratsch (via cellphone)
Kurt Schneider
Paul Senecal
Enid Brodsky

ABSENT

Roy Peterson
Mark Schwantes

4CORE STAFF IN ATTENDANCE

Gregg Dubit
Teresa Shishim

GUESTS –

Greg Walton, elementary educator, working on a Masters in Sustainable Energy, considering a doctorate. Interested in networking and familiarizing himself with the organizations. Board introduced themselves.

Tom Phare and Sam King also invited by Gregg Dubit today as potential board candidates.

Call to order - 3:08 pm

OLD BUSINESS

Approve minutes from January 23rd.

Motion: Werner motioned to approve as written, Mary Beth seconded.

Vote: Motion approved. Enid abstained because she wasn't here last meeting.

NEW BUSINESS

Financial report

Statement of financial position, statement of activity by budget, and statement of activity by focus area documents were distributed. Cash account is down by 32%. Account receivables increased by 22% (close

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to \$40,000 total). About \$33,000 is from La Plata County, which will arrive soon. \$10,000 LPEA committed to fund in 2013 (Mark recently stipulated that funds are contingent on report). These funds are important for us to receive, because otherwise we will be dipping into our reserve funds. If funds are not received by March 7th, board will strategize action to be taken to follow up. It was noted that Mark has not attended a 4CORE board meeting for at least 5 months. Peter will reach out to ask another board member be appointed if Mark cannot attend, as our bylaws stipulate that LPEA must be present as a partner.

Liabilities are increasing by about 12%. Assets decreased by 8% since end of last year.

Statement of Activity is now based on focus areas. Innovative Solutions - high expenses, low income (increases in income coming soon). Energy Efficiency - higher income (CSC EPA grant). James Davis is new contractor for La Plata County funding that should be called to collect these funds (Jessica Laitsch is leaving). Gregg will follow up with James.

Board contributions are also appreciated by the end of March and grants require that board members donate time and money. Donations are tax-deductible

New Reporting and Funding opportunities update

Gregg is proposing a new, more analytical reporting format. Tabs for both 2013 and 2014. Columns contain goals, accomplishments, gains and losses. He solicited feedback from board on this format. Potential opportunities will be inserted here as well (in different color) to explore and scope.

Question came up about goals for HomeRx – 15 were done last year and 80 is the goal for 2014. Gregg believes that incentives from utilities and municipalities will help these numbers. This should be addressed at board retreat. Enid would like to discuss marketing at the retreat to improve these numbers, as well. Bar graph at the bottom might also be helpful.

Initial feedback is positive. Board will send feedback to Gregg on other suggestions.

Staff compensation market analysis

Executive committee is finding that our compensation parameters are out of date. Job descriptions, comparisons to other similar area non-profits, and other organizations will be used to examine this further.

Of note, Gregg did an exit interview with Tom Zajicek today and Tom stated that if we had been able to compensate him more or continue with the health reserve account, he would have stayed on longer.

Update on ED evaluation

Peter thanked everyone for evaluating Gregg. He is sorting quantitative info and now looking at comments- will be done for March board meeting.

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Ways & Means Strategic Retreat Planning Overview

Small working teams were assigned for focus areas:

- Info Hub/Education - Enid leading, MaryBeth, and Gregg
- Innovative Solutions - Kurt leading Tom, Paul, and Mark M
- Energy Efficiency - Werner leading Mark S., Peter, and Lew

It is proposed to dispense with the March board meeting (still receiving spreadsheet from Gregg as well as usual board packet with financials).

Phase 1 Retreat: Focus area groups will meet individually first, benchmark using other organizations similar to 4CORE (organizations to be determined by Peter and Gregg), do research with staff, and then come together on Tuesday, March 18th 1 – 5 PM at the Carnegie Building (need ability to have Lew on a webinar-style meeting). This retreat will happen without staff.

Full Ways and Means Retreat: Wednesday, April 9th 8 AM – 12 PM at the Carnegie Building. Staff scribe and Gregg will attend.

Board Composition, Engagement, Executive Committee Succession Planning

Shift in Executive Committee: Succession plan needs to be in place. Peter will be stepping down from the chair position once the retreats are over. Co-chair strategy could also be used. Board recruitment would also be helpful. Summer is a challenge for Werner. Enid would be willing to Co-chair with Werner in summer.

Community Solar Garden Orientation

Gregg urged everyone to review our web page on solar gardens:

<http://www.fourcore.org/WaystoSave/SolarGardens.aspx>

We will solicit sponsorship for a Solar Garden Education Session from all those who were approved for gardens by LPEA. Other ideas for this session include making it a “renewable energy” panel of speakers. Session will be scheduled for staff and board and then a separate one for the public.

Regional Service Territory Discussion

How far can we stretch ourselves on our limited budget? What will it cost us? What is the revenue potential? Industry exists in Northern New Mexico that wants to gain a ‘greener’ image. Is there a partner funding request model that could be pursued that for businesses that want to gain a ‘greener’ image. Is there a \$/head model that could be solicited? What are the political perceptions from our other funders? This will be discussed and addressed at the Ways and Means Strategic Planning Retreat.

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NEXT MEETING

Phase 1 retreat- Tuesday, March 18th 1 – 5 PM at the Carnegie Building

ADJOURNMENT

Werner moved to adjourn, Paul seconded. Motion approved at 5:05 pm.

Drafted by Teresa Shishim, Program Manager

Respectfully Submitted by:

Paul Senecal, Secretary

4CORE Board of Directors