

## 4CORE Board Meeting Minutes: January 23, 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

### ABSENT

Enid Brodsky  
Roy Peterson  
Mark Schwantes

### 4CORE STAFF IN ATTENDANCE

Gregg Dubit  
Bonnie Rozean  
Teresa Shishim

### GUESTS –

None in attendance.

Call to order - 3:13 pm

### OLD BUSINESS

#### **Approve minutes from December 20th.**

Motion: Peter noted a correction to the minutes; the date of the next meeting should read January 23<sup>rd</sup> instead of January 30th. Peter checked in with the board to see who had received the link for Gregg's evaluation. Peter requested this be completed by the end of the week. Werner made a motion to approve the December board meeting minutes; Kurt seconded.

Mark McKibben arrived at 3:18 pm.

Vote: Motion approved.

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## **NEW BUSINESS**

### **2014 Board Planning & Retreat**

Peter opened a discussion on future planning beginning with accomplishments made in 2013. Peter recommended that board members become familiar with the new mission and the four focus areas. Next steps are for the board to work the strategic plan and put this in place early in 2014 with board members being able to dig in substantively to each focus area to see what's performing, what's not performing and adjust as needed.

Gregg discussed reporting methods for the board to receive the information needed on focus area performance.

Other strategic issues include 4CORE's geographic reach and backing away from any further active board recruitment if the two current candidates are placed by the time the retreat is held. Peter asked if other topics were needed.

Discussion was held on board members being prepared at retreat time for hands on planning work. Gregg invited the board to suggest topics for discussion at board meetings. The length of the retreat was discussed as well as assigning champions for each focus area. The board was polled regarding meeting in small groups beginning next month. Peter suggested a couple of retreat dates between the February and March board meeting dates. Tom discussed holding the small group sessions in February. Gregg will reach out to Gregor Gardner to check his availability to facilitate a retreat in March. Teresa noted that it is important to incorporate a celebration of accomplishments as part of the process. Lew will not be back in the area until April but could attend by phone. A weekday retreat was a preference among members in attendance.

Peter asked if any members in attendance had a strong desire to lead one of the four focus areas. Werner indicated an interest in Energy Efficiency. Gregg suggested that each group would analyze the performance of the 2013 goals and outcomes and create goals for 2014 with funding methodology.

### **Ways & Means/Fundraising**

Tom handed out a Business Strategy Discussion worksheet to facilitate the ways and means discussion. Tom suggested flushing out each area perhaps as part of the retreat. Gregg emphasized the need for the board's diligence in fundraising in 2014.

Mary Beth arrived at 4:02 pm and apologized for being late.

Teresa went over the different funding partners definitions i.e., Local Funding Partner, Collaborative Funding Partner, Sponsors, etc. The definitions are on the website as well. Teresa requested help from the board for future newsletter sponsors. A list of upcoming topics was handed out to the board so that they may check with their connections to let them know about this opportunity.

Peter discussed any fundraising models that may be missing such as a fundraising event. It was noted that the referral payments will begin in 2014 from the Solarize program. Teresa discussed a challenge initiative and gave the example of the solar installers who have offered to install free solar to local

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nonprofits if 50 Solarize contracts are signed. Ideas were brainstormed on other revenue streams including memberships.

Sponsorship fees were discussed and it was stated that sponsors do not have to be located in the region.

Each focus area can adopt whichever funding models are a good fit for that area.

Gregg reiterated that not all of the initiatives may be sustainable in 2014. Peter noted that if there are opportunities missing from the list to let Tom know and they will be added to the list.

### **Audit & 990 Engagement Letter**

Bonnie informed the board regarding the engagement letters with FredrickZink and Associates for the 2013 audit and 990. Of the total fee being charged of \$16,350, over \$10,000 will be covered by the CEO Weatherization Purchase Order as the weatherization grant amount awarded triggered the need for a Single A133 audit for 2013. Kurt noted that the audit might be put out for bid for 2014's audit.

Kurt stated that he would sign the engagement letters.

### **CMAQ (Climate Mitigation Air Quality) Update**

Gregg updated the board on a call with the Western Slope Gas Administration regarding the \$30M grant over four years, which was awarded to CDOT. CDOT is transferring administration of the grant to the Colorado Energy Office with the goal to accelerate alternative fueling opportunities throughout the state. Gregg educated the board on attainment areas explaining that attainment is met when air quality standards have been met; otherwise areas are nonattainment areas. Southwest Colorado is an attainment area. This is not a direct funding opportunity for 4CORE. The first year \$7M will be available to build CNG fueling stations. The remainder will go to purchasing vehicles in nonattainment areas. Small group meetings are taking place. \$500,000 will be available in the first round towards a fueling station. The funds can also be used for electric car charging stations.

Gregg continued the discussion regarding the future potential to charge a fee to fleets for fleet analysis and energy coaching. This shows value of 4CORE's involvement in the process with the hopes of leading to funding.

### **Community Solar Garden Discussion**

Gregg briefly updated the board on his continuing exploration of what is needed regarding the proposal from BP. Mark McKibben offered to participate with Gregg. Gregg suggested a further discussion regarding 4CORE's role. This will be continued perhaps at the retreat. Mark Schwantes at LPEA let Gregg know that five solar garden applications were received and they are being reviewed today. There is potential for another opportunity in June.

Discussion was held on outsourcing the energy efficiency audits and still receiving adequate revenue. Gregg discussed the current fees charged.

Gregg went over the incentives currently available from the utilities and the City of Durango.

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### **Energy Audit Incentive Update**

Gregg updated the board regarding the City of Durango audit incentive rebate being managed through a Community Development Block grant. \$100 for residential and \$200 for commercial audits is available to City of Durango residents. \$500 will also be available for upgrades. Gregg noted that Tom Zajicek, the energy auditor, is retiring from 4CORE. Other local auditors are currently working or are too busy to conduct the audits. A current staff member is interested in stepping into this position. Staff is evaluating the best way to fulfill the vacancy. Discussion was held on how to fill the pipeline for energy efficiency customers. This topic to be further work shopped during the breakout sessions. The city rebate opportunity will be marketed by the city to city residents.

Mark left at 5:05 pm.

### **NEXT MEETING**

February 27th, 3:00 – 5:00 pm at the Carnegie Building

### **ADJOURNMENT**

Werner moved to adjourn, Paul seconded. Motion approved at 5:07 pm.

Drafted by Bonnie Rozean, Finance Manager

Respectfully Submitted by:

Paul Senecal, Secretary

4CORE Board of Directors