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