

**Rocky Mountain BEST
Board of Directors Meeting
(Boosting Engineering, Science and Technology)
Daniels Fund, 101 Madison Street, Denver 80206
Thursday, 17 May 2012 @ 6:45 PM**

Minutes

Kathy Geise	t	Lois Walton	y
Tim Bouvia		Carolyn Bauer	
Jose Lopez	y	Linda Scott	y

Teleconference Information.

Moderator logs on as kmgeise@q.com; password hint is r..7
<https://www3.gotomeeting.com/join/888114830>. Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone. Dial [+1 \(773\) 945-1032](tel:+17739451032). Access Code: 888-114-830. Audio PIN: Shown after joining the meeting. Meeting ID: 888-114-830

Kathy called the meeting to order at 6:35pm. Attendees: Kathy, Jose, Lois, Linda

Meeting Agenda.

1. Review Agenda –Lois added one item in Fundraising section re: CO Gives Update.
2. Approval of previous meeting minutes – **Jose made a motion to approve the 1/26/2012 and the 3/18/2012 board meeting minutes. Lois seconded the motion and the motion passed.**
3. Treasurer's Report – Lois
 - Budget vs Actuals report presented (see attached for presentation). Kathy asked if we could see a balance sheet at the BOD meetings as well as the cash flow report. **Jose made a motion to approve the Budget vs Actuals report. Kathy amended the motion to include the balance sheet with the minutes. ___ seconded the motion and the amended motion passed.**
4. Board meeting schedule - Lois / all
 - Carolyn has made a request to change BOD meetings to 2nd Thursdays of the month due to conflict (July 12, Sept 13, Nov 8, Jan 10, 2013)
 - The BOD agreed that the BOD meetings will change to the 2nd Thursdays of the month ~~due to conflict (July 12, Sept 13, Nov 8, Jan 10, 2013)~~
2. New Colorado Springs Hub Discussion – Jose
 - Jose attended the CO Space Coalition in downtown Denver in early May 2012. He represented RM BEST and Metro (see attached for presentation).
 - Prior to making his presentation, Dick and Jose met Stan Vanderwerf and discussed starting a hub in CS.
 - Note: The BOD **members** agreed that we cannot start this hub. We can only facilitate the start-up.
 - Kathy and Jose believe that CS is ready for the hub - the time is right. UCCS have said they would hold the competitions/events at their facility.

- Jose is recommending that we coordinate a late July luncheon meeting and invite as many people from the CS area that might be interested in starting a hub. Jose is going to write a plan and send it to the BOD and Dick. This is a quick-turnaround **review, because** Jose is **unavailable** for a month beginning June 8.
 - Kathy met with a workforce development rep from the State of CO and City of Denver early on and we were too small for them to be interested in us. But another RM BEST hub (either Texas or Alabama) received a \$250K grant so Kathy is pleased that Jose is fired up about interacting with Economic Development Councils for our respective counties. Kathy recommended that we focus on a State-wide workforce development organization.
 - Colorado Space Coalition - It costs \$2500 to join so Jose and Dick don't think it's a good investment for RM BEST. But Jose is going to be attending every other month for Metro and will invite a RM BEST BOD member to attend with him as a guest whenever he can.
3. Grant status – Jose
- Jose reviewed a grant status report that Alyssa created (see attached)
 - Only RTN has come through - \$2500. LM still has not provided a response.
 - Jose is going to discuss other potential grant sources with Alyssa and report back to BOD.
4. 2012 Team Status
- Jose reported 26 teams have registered. 8 are brand new. Only 1 team did not return - Cheyenne Mountain. Jose made contact with **the** teacher and asked her why they are not competing, but she has not **replied**.
5. Fundraising Committee report – Kathy
- The only further plans for fundraising this year is the BEST Boutique.
 - Should we do any other fundraising at the events?
 - i. Jose recommends food at Denver South & West. Talk to Judy at next Steering Team.
 - Kathy suggestion is to assess how to solicit attendees to give us contact information (outside the liability info) and we'll send quarterly newsletter and invite them to annual fundraising event. Kathy would like a general interest newsletter. We could perhaps use a social media avenue instead of traditional email contact. Audrey Strong is a good contact.
 - CoGives Update - Lois
 - i. Lois dialed into a GivingFirst.org webinar which is the organization that runs CoGives. Lois will be contacting us for info she needs.
 - ii. Lois recommended that we switch our donation method online through GivingFirst, **rather than PayPal**. No charge for donations until after \$50K per year. The BOD agreed to make this switch.
6. Organization
- Recap of BRI meeting in Dallas Apr 27/28 - Lois sent out an overview that is attached and four BRI presentations.
 - i. Lois highlighted the way that North Dakota has added 3 new hubs this year by inviting VIPS from academia, business and govt to games.

- ii. Kathy is going to forward a power point survey of potential hub locations in CO to the BOD and then follow-up with a contact she knows to help us create a VIP contact list for invites to Game Day.
- 7. Policies & procedures –
 - Carolyn advised Linda via email she's still working on the following two policies and needs to make them a priority:
 - i. New School Signup Policy
 - ii. New Homeschool Policy
 - Jose thought that he had sent a draft out for review but he doesn't know the status.
- 8. New Business – all
 - Jose would like to change the business cards and he'll send his recommendations to BOD.
 - Kathy has filed the annual report for the State of CO and it's also time for Fed Tax Form 990 (Lois is working this with Trece).
 - Jose asked Kathy if there is anything we should be doing with Wings over the Rockies. Jose thinks we should bring the whole Game and ask schools to bring their robots and ask the public to play with the games. Kathy will send the public dates and recommends we ask Steering if they are interested.
- 9. Action Items:
 - 5/17: **Jose** is going to ask Alyssa to attend our July BOD meeting with the potential of coming on this board.
 - 5/17: **Lois and Kathy** will try to get us a referral for an insurance agent to discuss liability insurance for BOD.
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- 10. NEXT MEETING (DATE and LOCATION)
 - Daniels Fund, Thursday, July 12, 2012 @ 6:45pm
- 11. Meeting Adjourned at 8:17pm

Respectfully submitted,
Linda Scott
Secretary, RM BEST
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