

**Rocky Mountain BEST Board of Directors  
(Boosting Engineering, Science and Technology)  
Daniels Fund, 101 Madison Street, Denver 80206, Room 138  
Thursday, 12 July 2012 @ 6:45 PM**

**Minutes**

<b>Board Members:</b>		<b>Visitors:</b>	
Kathy Geise	X		
Tim Bouvia	X		
Jose Lopez	X		
Carolyn Bauer	X		
Lois Walton	X		
Linda Scott	X		
		t = telecon attendee	

Moderator logs on as ( )password hint is r..7

- <https://www3.gotomeeting.com/join/276866030>

Use your microphone and speakers (VoIP) - a headset is recommended.

**Kathy called the meeting to order at 6:45pm.**

1. Review Agenda – there were minor changes in the agenda that are noted in the minutes below.
2. Approval of previous meeting minutes – **Carolyn made a motion to approve the 5/17/12 Board meeting minutes. Jose seconded the motion and the motion passed.**
3. Treasurer's Report
  - Lois presented the 2012 Financials through 30 June 2012. There were some questions and Kathy asked that the costs for budgeted TMI be reviewed and updated if in error. Kathy asked that the data in QuickBooks be verified to match the approved budget. This is what I thought happened....
  - **Carolyn made a motion to reduce the Game Returnable Kits budget by \$4000, Jose seconded and the motion was passed.**
  - Carolyn requested that a line item to the TMI budget for one additional Easy C License be added. We agreed to add the words to the budget to remind us for next year, but not to modify the budget to add \$75.
4. 2012 Game Report – Carolyn
  - Status of Steering Team activities - Steering Team is meeting every month and we're moving forward toward prep for the Game. Art's team is getting ready to build game field; Scott's team is getting ready to start building prototype robot (he'll need game field to complete this task). The Events Team has many actions. They are trying to reduce the number of last minute changes to event programs and they have asked BOD to review the Kick-off, Practice Day and Game Day schedules and programs.
    - i. The BOD discussed this request and they agreed that approval of these documents is not a function of the RM BEST BOD. The members of the BOD decided they would review the documents after this meeting is adjourned. *This agenda item has been deleted.*

5. New Colorado Springs Hub Discussion - Carolyn
  - Dick called Carolyn and told her that he had an appointment to meet with the Colorado Springs Chamber of Commerce - Economic Development Council. Carolyn and Dick went to the meeting and the group was ecstatic about the idea of bringing a hub into CS. Carolyn and Dick told the group that in order to start a 2013 hub, they recommended that the interested CS folks attend all of our 2012 events.
  - Kathy said that a good approach would be to spend a year fundraising and then launch the hub in 2014.
  - Jose would still like to have a luncheon to discuss if a leader emerges and would it make sense to fundraise for a year and then start the hub.
  - *Side note; There is an international robotics competition being held in Denver (Kathy didn't know the date) so it may either be a good or bad time for fundraising.*
  
6. Grant status – Jose
  - Jose presented current grant status. No changes since last BOD meeting except notification that Quick Foundation will provide a \$3000 grant for 2013 season.
  - The BOD discussed new board membership and what type of person or people should we be looking for? Kathy asked us to consider how do **we** replace ourselves. We need to focus on VIPs - people who are very connected in the community that could move our organization to the next level.
  
7. Fundraising Committee report – Kathy - NTR
  
8. Policies & procedures – Carolyn
  - New School Signup Policy - NTR
  - New Homeschool Policy - NTR
  - Carolyn said that during the development of the "expanded" job descriptions we discussed the possibility of conflict of interest and how to document that we have discussed with the volunteers the importance of not sharing any game info with their team if they learn anything prior to Kick-off. Carolyn asked if we should we have a Conflict of Interest policy and Kathy sent a copy of a COI form that we can consider as a basis of a policy, if we feel it is required.
  
9. New Business – all
  - Audrey Strong and social media support. Audrey met with Carolyn, Scott and Connor. It was agreed that she'd drive content.
  - Requests for RM BEST volunteer support
    - i. Kathy created a list of all upcoming outreach activities that RM BEST could support and gave the list to Carolyn who will add it to the RM BEST website Calendar – annotating them as OUTREACH.
    - ii. Kathy asked that any outreach event for our volunteers to support should be coordinated with her.
    - iii. Kathy will support Aspen Grove shopping center movie night event 7/25.
    - iv. Carolyn and Lois will support the Colorado Science Teacher's

Convention, 11/16/12.

- Audit - Kathy asked if there was going to be an audit in 2012 and Lois responded that the board had determined earlier that it was not required this year.

10. Action Items:

- Old Actions:
  - i. 5/17: **Lois and Kathy** will try to get us a referral for an insurance agent to discuss liability insurance for BOD – to determine whether it's necessary.
- New Actions
  - i. 7/12: **Lois and Tim**: Review the 2012 Income and Expenses QuickBooks Budget vs Actuals to the approved budget.
  - ii. 7/12: Carolyn: Call Dick and find out if anyone from CS has contacted him and if he thinks the August "interest" luncheon should be planned.
  - iii. 7/12: Carolyn: Add outreach items to master calendar

11. NEXT MEETING (DATE and LOCATION)

- Daniels Fund, Thursday, September 20, 2012 @ 6:45pm NOTE: This is a change from the regular meeting schedule so that the BOD can meet after 2012 Kick-off. Note: post meeting change: Based on Doodle survey, the next BOD meeting has been changed to September 17

12. Meeting adjourned at 8:26pm.

Respectfully submitted,  
Linda Scott  
Secretary, RM BEST  
720-250-6896  
lscott720@comcast.net