Kathy called the meeting to order at 6:30 pm.

1. We reviewed the Agenda and made no changes.

2. Review/Approve minutes from recent board meetings. Linda Scott made a motion we approve these meeting minutes: November 13, 2014; December 27, 2014 telecon; December 29, 2014 telecon; January 4, 2015 telecon. Jose seconded and the motion passed.

3. Treasurer’s Report - Lois
   a. We reviewed the Treasurer’s Report through December 31, 2014 which Lois placed in Dropbox with accompanying email notice earlier. Carolyn made a motion we approve the Treasurer’s Report through December 31, 2014. Linda seconded and the motion passed.
   b. 2015 Budget status/ Approval – Lois placed the budget income and expense files in Dropbox with email notice.
      i. Assumptions are 24 RM BEST Hub teams & 24 teams at Regional Championship. Linda made a motion we approve the 2015 Budget. Jose seconded and the motion passed.
      ii. Linda Scott asked the BOD to thank the Steering team for their inputs. Carolyn will do that at next week’s Steering Team meeting.

4. Fundraising Committee –
   a. Report distributed prior to BOD meeting is included in minutes
   b. Sabina Kilpatrick gave us an update on this year’s fundraising event - Boosting BEST Thursday, Feb 26, 2015 at BAC 6-8:30pm
      i. She needs a few more volunteers. Teams (& robots) attending are STEM Academy & St. Mary’s Academy. Schedule is the same as last year – with volunteers doing fundraising calculating during the cooking demo. There are matching donations. Our goals are to get larger attendance. We have one event sponsor – Oster Jewelers – and would like to get 3 more at $500 each.
      ii. Linda King explained the invitation is scheduled for delivery on Sunday evening.
   c. Kathy suggested we have a board telecon to discuss fundraising in 2015 on Sunday, January 25 from 9-11am. Linda S. will set up the GoToMeeting and coordinate the agenda with Kathy. We discussed that we may need to pay for fundraising support. In addition to the BOD, we will invite Linda King & Lori Lazuk. ACTION

5. President’s Report
   a. Board development. Tabled.
b. Strategic planning – Kathy asked Linda to present the hardcopy Strategic Planning Document. Linda asked us to review the document and asked for input for the back page. We’ll add info@rockymountainbest.org, the map of all the schools and our history. The plan is to get it finalized for printing in about a week. ACTION

c. Branding and marketing. Kathy wants to ask John Barber to join the Regional development team to work on our part of branding. The Board concurred with her suggestion. ACTION

d. Inventory management. Carolyn wants to move this activity to the Board level, rather than inside the hub. She’ll work on drafts of policies, documents, etc. for managing inventory for February Board meeting. ACTION

e. We discussed the potential need for these additional policies: non-discrimination, diversity, document retention, equal opportunity. Note: Include in February BOD agenda – New Business

f. Organizational chart update – see New Business

g. Board terms / March election – Kathy, Lois, Linda S terms are expiring. Kathy asked us to send names of people who may be candidates for director positions. Scott suggested two people. He will invite them to attend our Boosting BEST event – as our guests. Kathy reminded us that Board members can be added at any time. Linda also forwarded a name for Kathy to contact. ACTION

h. D&O Insurance – quote from Cherry Creek Insurance. TABLED – ACTION
i. Property Insurance quote from Cherry Creek Insurance. TABLED – ACTION
j. Accept New Hub Development Program Description & Job Description. Jose made a motion we accept the New Hub Development Program Description & Job Description. Lois seconded and the motion passed.

6. Executive Director’s report – Jose - Tabled
   a. Any Report distributed prior to BOD meeting will be included in minutes
   b. Status of 2014 video
   c. After school programs
   d. Status of Computers / laptops donated by Raytheon. Scott will bring the software mailed to him. Scott will change the mailing address to Jose’s address in Tech Soup. ACTION

7. RM BEST Hub Program Status – Carolyn Bauer Tabled
   a. Report distributed prior to BOD meeting is included in minutes
      i. Status of Storage / Workspace Plans - negotiate and sign lease
      ii. Status of current kits (on hand, in use 2015, proposed retired)

8. New Hub Development Program – Scott McEwen
   a. Report distributed prior to BOD meeting is included in minutes
   b. Scott reviewed the status of the New Hub Development program. Kathy commended Scott for doing great work very quickly.

9. Front Range BEST Hub Program Status
   a. Any report distributed prior to BOD meeting will be included in minutes Tabled
   b. RM BEST / Front Range BEST Financial Sponsorship agreement status. Note: Include in February BOD agenda to document the motion approved via email.

10. Regional Championship Program – Kathy Geise
    a. Any report will be distributed prior to February BOD meeting & will be included in minutes – NOTE: include in next agenda
    b. Form planning group (name, schedule, detail planning, etc.). Kathy, Carolyn, Linda, Lois worked on our Regional Championship Application which we reviewed during the meeting. Carolyn made a motion that Kathy submits our Regional Championship application today. Jose seconded and the motion passed. ACTION

11. Diversity Committee Report, Linda King, Committee Chair
a. Report distributed prior to BOD meeting is included in minutes.
b. There was a lot of activity, especially with 21CLCC grant application process understanding. We understand schools should apply for these grants and we can potentially mentor / coordinate with them to help them in the future.
c. JoAnne and Lori attended training and found it very interesting and enlightening. Linda explained that it is important that the state doesn’t look like it’s endorsing any particular program.
d. Linda continuing to follow up with DPS POC.
e. Linda encouraging Scott to build some team interest from the area around Sterling – to add more rural schools.

12. TMI Program Report – Scott McEwen – tabled until March 2014 BOD meeting
   a. Any report distributed prior to BOD meeting will be included in minutes
   b. Potential TMI program involvement with new hubs

13. Outreach Program Report – Lori Lazuk / Kathy Geise tabled
    a. Any report distributed prior to BOD meeting will be included in minutes

14. New Business: - TABLED
   a. BOD organization chart update
   b. Alyssa’s recommendation for fundraising/grant-writing consulting support.
   c. Amazon Smile https://org.amazon.com/
   d. Additional credit card users?
   e. Trifold brochure updates

15. Review Action Items (attached) TABLED

16. Upcoming Meetings
   a. BOD meetings - every other month on the 2nd Thursday of the month as follows:
      i. March 12, 2015 **ANNUAL MEETING, elections**
      ii. May 14, 2015
      iii. July 9, 2015
      iv. September 10, 2015 – potentially too close to kickoff
      v. November 12, 2015
   b. Steering Team meetings - every month on the 4th Thursday of the month as follows:
      i. January 22, 2015
      ii. February 19 (note: date change due to Boosting BEST)
      iii. March 26, 2015
      iv. April 23, 2015
      v. May 28, 2015
      vi. June 25, 2015
      viii. August 27, 2015
      ix. September 24, 2015
      x. October 22, 2015
      xi. November 19, 2015 (rescheduled from Nov 22 – Thanksgiving)
      xii. Dec - TBD
<table>
<thead>
<tr>
<th>Assigned</th>
<th>Due</th>
<th>Action</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/8/14</td>
<td>7/17/14</td>
<td>Jose to investigate whether we can fit into the Section M of the types of organizations GM Foundation supports.</td>
<td>Process started 10 May 2014.</td>
</tr>
<tr>
<td>9/18/14</td>
<td>1/8/15</td>
<td>Tim to investigate potential of using a non-profit share space for Community Engagement materials.</td>
<td>Status: OBE</td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/1/2015</td>
<td>Lois to provide an updated Example Treasurer Report that will show transfers of Income from General to other categories to resolve negative Net Income values.</td>
<td>Status: DONE</td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/1/2015</td>
<td>Kathy to communicate with two potential Board candidates, as suggested by Jose and Linda Scott, and invite them to a Board meeting.</td>
<td></td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/1/2015</td>
<td>Kathy to add branding discussion to the Regional Development meeting agenda.</td>
<td></td>
</tr>
<tr>
<td>11/20/14</td>
<td>12/15/14</td>
<td>Lois to add committee / program chairs to Board email distribution lists, so everyone gets agendas &amp; committee reports.</td>
<td></td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/5/2015</td>
<td>ALL Program / Committee Chairs &amp; President to put new program / committee reports in the appropriate Dropbox folder 5 days (Monday) prior to the upcoming BOD meeting and to notify the President.</td>
<td></td>
</tr>
<tr>
<td>11/20/14</td>
<td>2/8/15</td>
<td>Kathy to create meeting agenda &amp; email reports &amp; agenda to Board so they can prepare for the upcoming Board meeting.</td>
<td></td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/1/2015</td>
<td>Tim, Linda Scott, Lois &amp; Carolyn to be the subcommittee to negotiate / sign the lease for work space.</td>
<td>Status: Done with 1/19/15 and move to first floor and lease signing when Dan returns from vacation.</td>
</tr>
<tr>
<td>11/20/14</td>
<td>Feb 2015</td>
<td>Carolyn, Jose, Scott to determine use and required functionality of the Raytheon-donated computers &amp; get them functional.</td>
<td>Jose doing computer software. Distribution to be determined by Kit / Inventory committee.</td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/5/2015</td>
<td>Scott / Kathy to create a New Hub Development Program charter draft and submit to the Board for review.</td>
<td>Status: Accepted 1/15/15.</td>
</tr>
<tr>
<td>11/20/14</td>
<td>12/8/14</td>
<td>Lois, Kathy, Linda King, Scott to explain to the new hubs process for their donors to donate to them on Colorado Gives Day / ColoradoGiving.org website.</td>
<td>Status: Done.</td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/5/2015</td>
<td>Kathy to form and have kickoff meeting for Regional Championship program.</td>
<td></td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/5/2015</td>
<td>Carolyn to modify the org chart to include all known updates, including Kit &amp; Inventory committee.</td>
<td>Status: Draft ready for review.</td>
</tr>
<tr>
<td>11/20/14</td>
<td>1/5/2015</td>
<td>Kathy to complete the draft MOU with MSU Denver and distribute.</td>
<td>Status: Updated and ready soon for MSU Denver.</td>
</tr>
<tr>
<td>Date</td>
<td>Date</td>
<td>Task Description</td>
<td>Status</td>
</tr>
<tr>
<td>------------</td>
<td>------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>11/20/2014</td>
<td>2/12/2015</td>
<td>Carolyn / Tim / Linda K / Scott to create a policy / process for loaning returnable kits to new hubs that are purchased with grant money to teams. Must include: reporting status to grantor; new hubs requesting kits; managing, tracking, loaning out, receiving back kits; process for ensuring kits are complete and working and / or restored.</td>
<td>Status: in work</td>
</tr>
<tr>
<td>11/20/2014</td>
<td>2/12/2015</td>
<td>Carolyn / Tim Linda K / Scott to create policy / process for donating kits to new hubs that are to be taken from RM BEST inventory. Process will include new hubs requesting kits; elimination from inventory; managing, tracking, donating status.</td>
<td>Status: in work</td>
</tr>
<tr>
<td>1/15/15</td>
<td>1/25/15</td>
<td>Linda / Kathy – set up BOD fundraising GoToMeeting Sunday, 1/25/15 9-11am.</td>
<td>Status: scheduled</td>
</tr>
<tr>
<td>1/15/15</td>
<td>1/20/15</td>
<td>BOD – review Strategic Priorities document and provide feedback / back page info to be ready for printing next week. Include map of all schools, contact info, photos.</td>
<td></td>
</tr>
<tr>
<td>1/15/15</td>
<td>3/12/15</td>
<td>Kathy to contact Jon Barber to help with marketing for Regional Championship.</td>
<td></td>
</tr>
<tr>
<td>1/15/15</td>
<td>2/26/15</td>
<td>Scott to invite two new people (as our guests) to Boosting BEST fundraiser. They are potential BOD candidates.</td>
<td></td>
</tr>
<tr>
<td>1/15/15</td>
<td>1/15/15</td>
<td>Kathy to submit our Regional Championship application today to BRI.</td>
<td></td>
</tr>
<tr>
<td>1/15/15</td>
<td>1/23/15</td>
<td>Scott to find the software from Tech Soup mailed to him and to get it to Jose for installation.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Scott to change mailing address in Tech Soup to Jose’s address, rather than Scott’s address.</td>
<td></td>
</tr>
<tr>
<td>1/15/15</td>
<td>2/5/15</td>
<td>Carolyn will get new quotes for D&amp;O insurance &amp; Property Insurance for February BOD meeting &amp; will attempt to clarify coverage details.</td>
<td></td>
</tr>
</tbody>
</table>

The next BOD meeting is an extra meeting – on Thursday, February 12, 2015 at 6:30pm at the Daniels Fund.

The meeting adjourned at 8:45pm.

Respectfully submitted,
Carolyn Bauer
Secretary, Rocky Mountain BEST BOD
**FUNDRAISING COMMITTEE REPORT** – submitted by Kathy Geise & Linda King 1/13/15

<table>
<thead>
<tr>
<th>Committee chair:</th>
<th>Committee members:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathy Geise</td>
<td>Carolyn Bauer</td>
</tr>
<tr>
<td>Grants Subcommittee chair:</td>
<td>Lois Walton</td>
</tr>
<tr>
<td>Linda Scott</td>
<td>Linda King</td>
</tr>
<tr>
<td>Boosting BEST Subcommittee chair:</td>
<td>Sabina Kilpatrick</td>
</tr>
</tbody>
</table>

**Fundraising Events:**
- Loading / Reloading of *King Soopers gift card sales* done at Kickoff and Game Day are becoming successful. First check received for $290.25 in January, 2015.
- **Boosting BEST Thursday, Feb 26, 2015** at Builder’s Appliance Center in Englewood.
  - New chairperson for 2016 Boosting BEST will co-chair 2015 event.

**Fundraising support:**
- Linda S / Alyssa suggest we may want to contract for fundraising / grant writing support. Linda S has emailed contracting information and candidate’s resume to Kathy Geise for BOD consideration.
- We may want to consider a Funding Development Plan. Linda S has forwarded contact info to Kathy Geise for BOD consideration.

**Grants Subcommittee:**
- The Best Buy grant to purchase 11 loaner Returnable kits to grow new Hubs in Colorado was awarded to us. Kits are purchased and labeled and almost ready for distribution.
- We are researching various grant possibilities.
- We are investigating another other funding opportunities: GM Foundation
- Noerr Programs made a donation on Colorado Gives Day for 2015. Linda S and Carolyn will meet for a 2014 Year-In-Review presentation on 1/22/15.
- We have asked Jeppesen for a date for a 2014 Year-In-Review presentation and await a reply.

<table>
<thead>
<tr>
<th>Grants in Process</th>
<th>Responsible</th>
<th>Status</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>BRI mini-grant --Team travel to Regionals in Fort Smith, AR</td>
<td>Linda</td>
<td>Received. Distributed to teams &amp; awaiting their trip reports</td>
<td>$3,000</td>
</tr>
<tr>
<td>Quick Foundation --For 2015 operations</td>
<td>Linda</td>
<td>Submitted March 15, 2014 Awaiting response which was expected at end of 2014</td>
<td>$3,000</td>
</tr>
<tr>
<td>Best Buy --Purchase 11 loaner kits to start one new Hub /year</td>
<td>Linda</td>
<td>Awarded. Plans to distribute to new hubs as needed.</td>
<td>$8,000</td>
</tr>
<tr>
<td>Google/Benevity --Matching grant 50% Google employee 50% Google</td>
<td>Carolyn</td>
<td>Open</td>
<td></td>
</tr>
<tr>
<td>GM Foundation</td>
<td>Jose</td>
<td>Investigating</td>
<td></td>
</tr>
<tr>
<td>Raytheon Company</td>
<td>Linda</td>
<td>Submitted 1/13/15 for 26 consumable kits.</td>
<td>$5,720</td>
</tr>
<tr>
<td>Jeppesen, A Boeing Corporation</td>
<td>Carolyn</td>
<td>Plans to submit soon</td>
<td>$5,000 or more</td>
</tr>
</tbody>
</table>

Committee chair: Kathy Geise
Committee members: Carolyn Bauer
Grants Subcommittee chair: Lois Walton
Linda Scott
Linda King
Boosting BEST Subcommittee chair: Sabina Kilpatrick

6
1. Regional Championship info:
   a. Five teams attended Regional Championship in Ft. Smith, AR on December 4-6: Lakewood HS, Russell MS, St. Mary’s Academy, Standley Lake HS, and STEM Academy.
   b. Our teams came home with 1 trophy: St. Mary’s Academy won best t-shirt. It was a great experience for the teams and we all want our teams to be more competitive at that event.
   c. Lois Walton & Carolyn Bauer attended and volunteered for various judging & volunteer roles. They have some lessons learned to pass along to various committees at Steering Team.

2. 2015 Game:
   a. Lois and Carolyn got a preview of the 2015 Game – Pay Dirt at the Regional Championship. The trailer is available on the BRI website.
   b. Game field costs should be lower and build should be easier. Game field pieces should be cheaper / easier to find.

3. Status of Club Workshop Closure & Move:
   a. We continue to pay $300 rent monthly for our current upstairs location at 999 Vallejo St.
   b. Dan Stramiello (owner), Barbara Zalewski (his assistant). We are prepared to rent a 350 sq. ft. space starting January 19, 2015 now that various space and building modifications / improvements have been made. The cost will be $375/month.
   c. The move of our equipment and racks is scheduled for Monday, January 19, 2015.
   d. Various Board members have assisted with lease wording and have approved Carolyn Bauer to sign the lease. The lease will be signed soon.

4. Inventory Status / Issues. Carolyn believes inventory is a board-level responsibility, rather than a Hub responsibility and that these tasks should be moved to a new part of the organization.
   a. We currently have 36 used returnable kits which we will inventory, test and maintain. Of these:
      i. 14 were purchased in 2010 and will be 5 years old this year;
      ii. 14 were purchased in 2011 and will be 4 years old this year;
      iii. 0 were purchased in 2012;
      iv. 4 were purchased in 2013 and will be 2 years old this year;
      v. 4 were purchased in 2014 and will be 1 year old this year.
      vi. The Returnable Kits depreciate over 5 years, so 14 will be valued at $0 this year, although they have been tested and repaired / replaced every year and work correctly.
   b. We currently have 11 NEW returnable kits which were recently purchased with funding from a Best Buy Foundation grant. These kits are to loan to new hubs to help get them started. They are labeled and numbered separately from our other returnable kits.
   c. Scott McEwen will test the 36 returnable kits this year as well as items currently listed as “broken”.
   d. We need to set up processes for loaning returnable kits to new hubs and for granting fully depreciated returnable kits to hubs, schools, etc.
e. Raytheon donated 2 desktops, 4 laptops, tool boxes, tools to us in 2014. The appropriate
documentation has been given to Lois, so the value of the donated items can be added to our
asset value.
   i. Jose installed software on 1 desktop & 2 laptops using his resources and those available
      through Tech Soup.
   ii. 2 laptops had obsolete (Windows Vista) operating systems. I don’t know what to do
       with these computers. Advice is requested!

5. 2015 Hub plans
   a. The hub has branded itself and its kits, trophies, etc. as Rocky Mountain BEST. We believe the
      Regional Championship should brand itself with a new name.
   b. We plan to host 24 teams and anticipate this number could grow.
   c. We are reviewing venues and appreciate feedback. At this time, we’re considering doing Practice
      Day at South HS or another suitable school – including potentially Colorado School of Mines.

6. Hub Season Event Dates:
   a. Kickoff, Saturday, September ? - probably @ South HS
   b. Practice Day, Saturday, October ? – probably @ South HS or TJ HS
   c. Game Day, Saturday, October ? @ Auraria Campus Event Center
   d. Celebration – TBD. We are reviewing the effectiveness of this event as a way to thank our
      volunteers. Feedback is appreciated.

7. Hub Steering Team meetings are monthly on the 4th Thursday of each month.
   a. Minutes are taken and distributed to Steering Team.
   b. Feedback from this year’s hub events have been gathered and will be reviewed and change
NEW HUB DEVELOPMENT (NHD) PROGRAM REPORT – submitted by Scott McEwen 1/15/15

Executive Summary

- New Hub Development Team: Scott McEwen (Chair), Linda King (Vice-Chair), Kathy Geise (RM BEST BOD Chair & Rgnl Director), Carolyn Bauer (RM BEST BOD & Hub Director), Lois Walton (RM BEST BOD & RM BEST Treasurer), Jose Lopez (RM BEST BOD)
- Documents Created in Dropbox:
  - Colorado Space Business Roundtable Road Trip Report
  - Job Description for New Hub Development Director – Reviewed and amended (red text) by NHD Team, 13 Jan 2015.
  - New Hub Development Program, Generic Plan
  - Many supporting docs created in Dropbox, relevant to emerging hubs: meeting minutes; member duties; and hub budgets, timelines, and other hub formation documents.
- Standing up new hubs in 2015:
  1. Front Range BEST. RM BEST Liaison: Kathy Geise and Jose Lopez
  2. Southern Colorado (SoCo) BEST @ Trinidad State. RMBEST Liaison: Linda King
  3. Pikes Peak BEST is improbable for 2015, but probable for 2016. RMBEST Liaison: Linda King
- Developing prospective new hubs for 2016:
  - Central Colorado BEST. RM BEST Liaison: Scott McEwen
  - Hub on the western slope hub (Durango, GJ, or Montrose). RM BEST Liaison: Scott McEwen
  - Hub on the northeastern plains (Sterling). RM BEST Liaison: Scott McEwen & Kathy Geise

Short-term Activities

1. NHD Team will review NHD Program, Generic Plan.
2. Create RMBEST Website page for Hub Dev & New Hubs (as per Tami Kirkland) to describe RMBEST’s goal to establish new hubs in Colorado and list new hubs, with a link to hub websites. Lends legitimacy to new hub for outreach efforts and grant applications. Tami offers to provide some suggested content. May put page under “About Us” on create separate drop down.
3. Follow-up with Central Colorado BEST.
<table>
<thead>
<tr>
<th>Hub Name</th>
<th>Hub Director &amp; BOD –or– POCs</th>
<th>Geographic Area</th>
<th>Organization &amp; Status</th>
<th>BRI App Status</th>
<th>Significant Events/Dates</th>
<th>Accomplishments &amp; Open Issues</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front Range BEST</td>
<td>Joel Kirkland, Pres. Tami Kirkland, VP &amp; Hub Director; Donna Gerlich, Sec; Phil Hardy, Treas; Nikki Baird, Grants; Stefanie Mann</td>
<td>Douglas County. Recruiting new teams from southern Jeff Co and Arapahoe County, &amp; wider area, case-by-case w/ RMBEST Hub (Joel K. &amp; Jose L.)</td>
<td>Incorp. non-profit w/ State of CO. Submitting 501c3 app w/ IRS. Finalizing Fiscal Sponsorship Agmt w/ RMBEST for interim; to be up for approval at BOD</td>
<td>Submitted LOI to BRI in 12/2014. Summiting App to BRI by Jan 15, 2015.</td>
<td>Jan 17, 2015 – New Hub Workshop at Highlands Ranch Rec Cntr (led by Kathy &amp; Carolyn) July 2015 – Joint TMI w/ RM BEST</td>
<td>Google Docs &amp; Groups: Created. Website: Created. EIN App: Submitted. LOI to BRI. Logo: Draft created. Funding Sources: Boosting BEST. Kits: “N” loaned to FR BEST. Funding: ?</td>
</tr>
<tr>
<td>Pikes Peak BEST</td>
<td>Jim Cline, Acting Hub Director; Lou Ramon; Kathryn Wesson (Isaac Corp) Resources: • LaRonda Conley (MDA) • Kaitlyn Sanborn (USAFA)</td>
<td>El Paso &amp; Teller Counties, and perhaps larger</td>
<td>Jim filling out 501c3 app. Ditto same Fiscal Sponsorship Agmt w/ RMBEST as Front Range BEST?</td>
<td>Considering hub app for 2016. Assessing school interest.</td>
<td>RMBEST will meet with PP BEST to build ... TBD – New Hub Workshop</td>
<td>Logo: Draft created. Facilities: CO Space Foundation. Funding: Joint grant w/ RM BEST, if registered w/ State of CO + EIN. Need volunteers; will recruit school parents to learn at FIRST Rgnl in April. Linda K. is helping recruit CO Spgs Teams for Pikes Peak. Carolyn/Linda will introduce David and Kathleen to Jim/Lou, and can provide add’l contacts.</td>
</tr>
<tr>
<td>Central CO BEST</td>
<td>Cara Russell Alison Brown Ron Southard</td>
<td>Chaffee, Lake, Summit, Eagle, Fremont, ...</td>
<td>Colorado Mtn College <em>could</em> form</td>
<td>Considering hub app for 2016.</td>
<td>Summer – Org &amp; Recruitment Mtg</td>
<td>Identify and send area Teams to another hub in 2015</td>
</tr>
</tbody>
</table>

Note: The table represents a status update for various BEST hubs in Colorado, detailing their current status, significant events, and open issues.
Front Range BEST:
- POC: Tami Kirkland, 720-323-6827 (c), claranet23@gmail.com
- Website: http://www.frbest.org/
- Mtgs:
  - Oct 22, 2014 – Org Mtg
  - Nov 4, 2014 – Org Mtg

Southern Colorado (SoCo) BEST:
- POC: Jenn Swanson, 719-846-5670 (w), 720-323-2859 (c), Jenn.Swanson@trinidadstate.edu
- Website: ?
- Mtgs:
  - Oct 31, 2014:
    - Jenn Swanson (STEM Academic Coach, TSJC)
    - Debbie Ulibarri (Dean of Arts and Sciences, TSJC)
    - Ben Webster (Aquaculture Instructor / Lab Tech, Alamosa Valley campus)
    - Krystalee Moreno (STEM Data Specialist)
    - Alicia Massarotti (STEM COOP Activities Director)
    - Linda King, Carolyn Bauer, and Kathy Geise

Picks Peak BEST
- POC: Jim Cline (jimcline@outwestsystems.com) & Lou Ramon (BEST Vet relocated from Houston, l.ramon@me.com)
- David & Kathleen … provided RMBEST a list of Colo Spgs Teams and willing to share school lists.
- Website: no
- Mtgs:
  - Nov 4, 2014: Jim Cline, Lou Ramon, Kathryn Wesson (Isaac Corp) and husband, Linda and Mike King, Jose Lopez, Kathy & August Geise

Central Colorado BEST Trip Report

Linda King (joined by Mike), Carolyn Bauer, and Scott McEwen (joined by Trice) traveled to Buena Vista, Thursday, January 8, 2015, to meet with the following. Colorado Mountain College, BV Campus, provided their facility for the meeting.

1. Cara Russell Cara@cararussell.com
2. Ron Southard rw6southards@gmail.com
3. Alison Brown abrown@navsys.com
4. Chuck Azzopardi azzopardi@firstcolorado.com
5. Tami Thompson ttthompson@salidaschools.org
6. Wendell Pryor wendell@chaffeecountyedc.com
7. Jessie (last name?)

The following were also invited, but unable to attend due to commitments. They are part of the formation team and listed for reference.

8. James Taylor  jytaylor@coloradomtn.edu
9. Mary Banks  mbanks2@coloradomtn.edu
10. Brian Yates  BrianY@bvschools.org
11. Susan Fishman  sfishman@lakecountyschools.net
12. Nicole Thompson  lakecountyedc@gmail.com
13. Mark & Laura Swarny  mark@customlinings.com

Highlights of the meeting:

- Jessie and Linda King took notes for the meeting.
- Great dialog, with lots of info exchanged, both ways.
- Recommended Hub geographic boundaries: Chaffee, Lake, Summit, Eagle, Fremont, Custer, and Western Park Counties.
- Possible Hub names: Upper Arkansas BEST or Central Colorado BEST.
- Determine interest of schools.
- Connect with local SCORE Chapter, Boys & Girls Club, & 4H Robotics Club.
- Host summer camp to bring students up-to-speed on robotics.
- Concerns included recruiting community volunteers and compensating already-busy teachers (via stipends).

At the end of our meeting, Ron expressed both his enthusiasm and time limitations, Tami felt that schools would be interested, and Cara expressed the need to identify a Hub Director as a first step. The consensus of the group was to encourage schools to participate in an existing BEST Hub (perhaps the one forming in Trinidad) in 2015 and to consider creating an Upper AR or Central CO BEST Hub to be operational for the 2016 BEST competition season.

I (Scott) will follow-up to mail Ron our RM BEST promotional videos; can do same for others interested. As per this email, I am providing Thursday’s PowerPoint presentation (attached) to you all, as promised; I’ve changed the proposed hub boundaries as per your feedback.

Trice and I met with Lisa Yates later that afternoon, and had a great visit. We also stopped by Ron’s Moser Furniture Company for a marvelous tour of his complete woodworking shop.

I and my Rocky Mtn BEST colleagues are particularly interested in your collective intentions and in your progress to organize a hub. We are delighted to help as needed, and definitely want to keep the conversation going.

Plans for 2015

1. Hub Leads can add new/potential hub POCs to Volunteer Newsletter mailing list.
2. Hub Leads can forward School Newsletters to new POCs.
3. New Hub Workshop & TMI in Trinidad for SoCo BEST.
4. New Hub Workshop for FR BEST; Joint TMI w/ FR BEST.
5. Recruit add’l schools for PP and Central CO.
6. Return to Chaffee/Lake this summer to help organize. Continue to talk to CMC about BEST as a College Pgm.
7. Begin convos with Sterling & Grand Junction prospects, and plan trip if appropriate. Judy T has family in Sterling. Dena is a big contact. Consider kick-starter grants c/o Linda Scott. Kathy would like to lead.
8. Organize New Hub Dev meeting in Durango, with view for them to create hub for 2016 season.
9. Organize New Hub Dev meeting in Montrose, with view for them to create hub for 2016 season.

**Plans for 2016**

2. Bring Sterling on-line.
GREEN – Front Range BEST: Douglass County, with reach into Arapaho and south Jefferson Counties

ORANGE – SoCo BEST (Trinidad): Possible boundary from the San Luis Valley to Kansas state line. Trinidad State Junior College has campuses in both Trinidad and Alamosa.


YELLOW – Central Colorado BEST (Buena Vista or Leadville): Counties of Chaffee, Lake, western Park, Fremont, Custer, Summit, and Eagle (by suggestion & request of Colo Mtn College and Chaffee County EDC).
GREEN – Front Range BEST: Douglass County, with reach into Arapaho and south Jefferson Counties

ORANGE – SoCo BEST (Trinidad): Possible boundary from the San Luis Valley to Kansas state line. Trinidad State Junior College has campuses in both Trinidad and Alamosa.


YELLOW – Central Colorado BEST (Buena Vista or Leadville): Counties of Chaffee, Lake, western Park, Fremont, Custer, Summit, and Eagle (by suggestion of Colo Mtn College and Chaffee County EDC).

WHITE – Possible hubs boundaries), following county lines and attempting to not cross high mountain passes.
DIVERSITY COMMITTEE REPORT - submitted by Linda King, Committee Chair 1/13/2015

<table>
<thead>
<tr>
<th>Committee Chair</th>
<th>Linda King</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee Members</td>
<td>Linda Scott</td>
</tr>
</tbody>
</table>

1) Progress:
   a) Develop Support at Colorado Department of Education: Tom Denning Colorado State Coordinator, 21st Century Community Learning Center (21st CCLC). Tom Denning stated they cannot endorse any particular program when talking to Lori Lazuk at the 4 December training.
   b) Expand Participation of Underserved Schools
      i) 21st CCLC School Expected 2015 Participation – Expected: Trinidad Middle School - David Bill participating in SoCo BEST. Dan Smith of Cripple Creek-Victor High School – Rocky Mtn BEST, Susan Fishman Lake County Middle / High School. Rocky Mtn BEST. Possible: Harmony Jones harmony_jones@dpsk12.org ; Maria Gordon maria_gordon@dpsk12.org of High Tech Early College DPS
      ii) Future 21st CCLC School Participation – Use 2015 Grant to expand contacts within 21st CCLC schools and possibly obtain additional funding to support their participation
          (1) 2015 Grant
              (a) Attended 19 Nov Webinar 9-10 AM King and Lopez attended and learned about the variety of schools involved, the details of the eligibility and the Summer School restrictions. Grant Writing 4 December training attendance by Lazuk and Fry and learned about schools involved and Grant review process. Received this direction: You are welcome to attend or send representatives but unfortunately, this time will not be allowed for networking possible connections. We would respectfully ask that if you are interested in working with a particular school district that you contact them directly.
              (b) Linda King – talked with Susan Fishman a 21st CCLC 2015 Grant writer from Lake County Schools who was emailed information about RM BEST Kit, Tool Needs and Schedule for a grant submittal.
              (c) Jose Lopez – contacted APS North Middle School with RM BEST as partner to submit a letter of intent and support proposal making possible use of 21st CCLC Individual Consultation resources. Jose has not heard back from Loretta Erickson
              (d) Linda King and Lori Lazuk – sent emails to the following the 2015 RM BEST competition, prior 21st CCLC participation and possible school participation from their district on 18 December 2014
                 (i) Greeley / Weld County- Josh Wainscott (jwainscott@greeleyschools.org) - No Response
                 (ii) Aurora – Paula Niemi pmniemi@aps.k12.co.us , JP Rodriguez jrrodriguez@aps.k12.co.us , Janna Morley jmorley@aps.k12.co.us , Carol Davis cddavis@aps.k12.co.us all Department of Grants. - No response
                 (iii) Denver – Tenley Stillwell, Community Programs Manager, tenley_stillwell@dsk12.org. Tenley forwarded the email to Dirk Boden who runs the Neighborhood Center at Skinner (Middle School) after school programs (720)424-1469 (office) DIRK_BODEN@dpsk12.org ). Dirk is very interested in our program. Linda left a phone message as a follow up on 19 December. No response.
   c) Use BRI and Friends of BEST, Alabama Resources to support Underserved Schools
      i) No progress - Linda King is late in following up with Robin about the 21st CCLC grant status in particular the scope and schedule. Plan to contact Robin in the next week.

2) Plans:
   a) Develop Support at Colorado Department of Education: Tom Denning Colorado State Coordinator, 21st Century Community Learning Center (21st CCLC) - Linda King
      i) Follow up on possibly adding RM BEST competition as a resource on the 21st CCLC STEM Website
ii) Discuss possibly of Tom volunteering at future RM BEST events

iii) Investigate opportunities for 2015 Spring Workshop participation -- if Grant does not prohibit

b) Expand Participation of Underserved Schools

i) Future 21st CCLC School Participation
   (1) 2015 Grant
      (a) Jose Lopez – follow up with North Middle School about 2015 Grant status
      (b) Linda King – Follow up with High Tech Early College, APS, and Greely schools about participating as 21st CCLC schools for 2015.

ii) Future Rural School Participation
   (1) Linda King - Work with Scott McEwen and Kathy Geise to establish a plan to build on Sterling contacts to expand Northeast Colorado participation.
   (2) Linda King – Investigate if Colorado Education Initiative Nonprofit Goal 2.4 - Make access to STEM resources in rural Colorado a priority, provides resources to help us expand RM BEST in this area. http://www.coloradoedinitiative.org/our-work/stem/additional-stem-information/

iii) Other
   (1) Follow up with Dirk Boden who runs the Neighborhood Center at Skinner (Middle School) after school programs (720)424-1469 (office) DIRK_BODEN@dpsk12.org ). Dirk is very interested in our program.

c) Use BRI and Friends of BEST, Alabama Resources to support Underserved Schools
   i) Linda King -Contact Robin Fenton about the 21st CCLC 2015 RFP release and our inability to pursue summer program proposal in this year’s grant. Discuss approach to prepare for possible proposal submittal to future RFP.

3) Problems:
   a) RM BEST new hub and regional competition priorities may limit accomplishment of planned activities in the next 12 months.
   b) Advice on how to follow up with Colorado Department of Education 21 CCLC with their concern of not endorsing any particular program. The STEM resources on their web site is primarily “.GOV” links.