



Town of Parachute | City of Rifle | Town of New Castle | City of Glenwood Springs | Town of Carbondale
Garfield County | Garfield County Public Library District | Roaring Fork Transportation Authority

Meeting Minutes

Wednesday, November 14, 2012, 1:00 p.m. to 3:00 p.m.

Garfield County Administration Building, 108 8th St., Glenwood Springs

Board members present

City of Rifle: Keith Lambert

Town of New Castle: GCE Chair: Greg Russi

Garfield County: Tom Jankovsky

Town of Parachute: Judith Hayward

Garfield Library District: Jerry Morris

Town of Carbondale: Allyn Harvey

Others attending

Rick Aluise (Town of Silt), Mike Braaten (City of Rifle), Paul Reaser (Garfield County/Environmental Health Manager), Erica Sparhawk, and Karen Wahrmund (CLEER)

Members not present

City of Glenwood Springs: GCE Vice Chair Leo McKinney (was driving from Denver)

RFTA: Ted Edmonds

Next meeting: Wednesday, December 12, 2012, 1:00 – 3:00 p.m., Garfield County Human Services Building, 195 W. 14th St., Rifle

Board member and public comment

Consent Agenda

Approval of October Minutes, attached

Motion to approve October Minutes made by Judi Hayward, seconded by Keith Lambert. Board approves.

Judy made a request to be sent the previous GCE minutes before the meeting.

Finance Report

GCE 2012 Budget status – verbal report

Summary of Invoice Details

Accts. Payable

Balance Sheet

P&L Budget vs. Actual

A/R Aging Summary

Tom asked about the Boulder County Financial Services on the A/R report. Erica explained that her understanding of the sub-award of the Better Building grant, there is still a pool of funds that Boulder County that GCE can bill to cover the remaining parts of the Better Buildings grant. She explained the billing process from CLEER to GCE to Garfield County for review and then to Boulder County with final invoice packages. Tom stated he doesn't recall this being part of the sub-award and wants to run it through Garfield County's finance department about this process, and he will get back to board about the compliance.

Erica asked how GCE would like to see the memos that get submitted as part of the Better Buildings process? Keith stated the memos should be a part of the packet in order to review them.

Tom asked to clarify the difference of Unpaid Bills Detail vs. Accts Payable and Liabilities on the balance sheet? Erica and Karen said they would check with Cathy at ASAP to see the detail, then they would follow-up with the finance committee.

Members of the board asked for the GCE bookkeeper to make sure it's clear on the finance reports that there are separate pools of money, for programs like the additional rebates and the Carbondale money.

Members discussed the current credit reserve pool of funds and asked whether they were in their own restricted account. Erica and Karen said that the GCE finance committee needs to set up this additional account. The board agreed that the finance committee should set up this extra account.

Action Items Discussion:

Update and next steps on residential and commercial financing solutions.

Erica gave an update on conversations with Elevations Credit Union and the possibility of their loan program going statewide.

ASAP additional scope of work. - Karen will check in with ASAP to get more details.

Proposed repurposing of portion of DOE Better Buildings grant funds.

Erica presented the proposal described in the memo and talked about the main goal is that GCE has funds to ensure for all the coaching and marketing/outreach for the loan and rebate programs.

Erica said the reallocation of financing programs has been approved by the DOE, and she can share the email that was sent from DOE. Erica added that this amount would also cover additional costs from ASAP and Jim Neu that might be needed as we manage and wrap up the grant.

Board members agreed they needed more information about the future possibilities with Elevations Credit Union before they could agree on reallocation of the credit reserve funds.

Proposed 2012 GCE Draft Budget and Scope/Strategic Plan – request for GCE Partners to confirm 2013 GCE amounts.

Board members discussed the budget document and the lack of final confirmations from all partners. Keith suggested that CLEER put together a bare bones budget and an enhanced budget that incorporates additional funding as it comes in.

Allyn commented that the next week Carbondale will be having a discussion about what they will be committing to energy efficiency programs and part of the discussion includes them adding their annual savings and a percentage of the FML funds.

Greg suggested that GCE's finance committee meet on the Budget to finalize it. November 23rd was agreed on. Karp, Neu, Hanlon board room at 1 p.m., which Greg will reserve. Karen will send out the notice and CLEER will email the bare bones budget ahead of time.

Address: 201 14th Street for meeting.

Project updates and reports

Next steps on CMC joining GCE – verbal report

CMC is in the final stages of considering joining. Attorneys are reviewing the IGA and staff is preparing for a board meeting.

Project and program results, progress – verbal report

Erica gave verbal updates on Glenwood Springs' CNG station, State of Colorado now has CNG vehicles, and at a cheaper rate for governments. CLEER is working with Roaring Fork School District encouraging them to become a partner with GCE.

Erica also provided update on the Revolving Loan program and that an article was in the paper today. It gave an update on some of the new activities that have been completed in Carbondale.

Next meeting is Wednesday December 12th in Rifle

Meeting adjourned at 3:01 p.m.

GARFIELD CLEAN ENERGY COLLABORATIVE

By: _____
Greg Russi, Chairperson

ATTEST:

Judith Hayward, Secretary

These minutes were reviewed and approved by a vote of the Garfield Clean Energy Board of Directors at its meeting held on December 12, 2012.