



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

## **Meeting Minutes**

**Wednesday, May 8, 2013, 12:00 p.m. to 5:00 p.m.**

**Glenwood Springs City Hall, 101 W. 8<sup>th</sup> St., Glenwood Springs**

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### **Board members present**

City of Glenwood Springs: GCE Chair Leo McKinney

City of Glenwood Springs: David Sturges, alternate

Town of Parachute: Secretary Judith Hayward

Town of Silt: Rick Aluise

Garfield County: Tom Jankovsky

Town of New Castle: Greg Russi

CMC: Nancy Genova

RFTA: Jason White (alternate)

City of Rifle: Keith Lambert

### **Others attending**

Garfield County Environmental Health Dept. staff: Morgan Hill and Paul Reaser

Facilitator: Gary Suiter

CLEER staff: Alice Laird, Erica Sparhawk, Heather McGregor, Karen Wahrmund

### **Members not present**

Town of Carbondale: GCE Vice Chair Allyn Harvey

Library District: Jerry Morris

**Next meeting:** Wednesday, June 12, 2013, 1:00 – 3:00 p.m.

Garfield County Human Services Building, 195 W. 14<sup>th</sup> St., Rifle

**Board member and public comment:** none

**Consent Agenda - Approval of April 10, 2013, minutes:** *Keith Lambert made a motion to approve the April 10, 2013 minutes, seconded by Judith Hayward. Motion passed unanimously.*

## **1st Quarter 2013 Report**

Heather McGregor presented the 1st Quarter Report summarizing what CLEER has done for Garfield Clean Energy in January, February and March 2013. Keith Lambert commented that the report was included in the Rifle City Council packet and it was very well received. He noted that sharing the quarterly reports with each town or city board will give the public access to the packet, as well.

Judith Hayward reported that the Town of Parachute's Energy Navigator kiosk is not functioning and asked CLEER to assist with getting it back online.

### **Program Updates**

#### **Refuel Colorado Fleets**

Heather McGregor updated the board on the Refuel Colorado Fleets program. The grant was signed on April 15. GCE will be partnering with three Clean Cities organizations and CLEER is taking the lead on the overall project. GCE will likely be looking at Glenwood Springs with the focus on CNG, and possibly working with a community on the I-70 corridor in Eagle County. The value in working with neighboring counties is to develop CNG fueling stations all along the I-70 corridor from Denver to Salt Lake City.

#### **Booths at local events, library displays**

Erica Sparhawk updated the board on the GCE outreach efforts.

Displays were placed at five libraries for Earth Week, from April 19 to May 6. The displays included energy efficient light bulbs and Energy Challenge signups. Each library also displayed books in its collection related to energy efficiency. The Silt Library displayed several books from CLEER's recommended book list.

GCE hosted tables at the Women's Health Symposium on April 20, the Encana Energy Expo on May 1 and will be at the May 11 Dandelion Days in Carbondale and the May 18 How-To Festival at the Parachute Library. Judith Hayward commented that she will attend the How-To Festival.

Erica mentioned that CLEER and GCE will be co-hosting the Dandelion Days booth with CORE and SEI. CLEER and GCE are also working with CORE on a mutual advertising campaign to promote the Energy Challenge and Energy Smart programs and stretch marketing dollars.

Heather McGregor added that Cam Burns is producing several new case studies.

Heather also invited board members to a Bike Workshop and Tour in Rifle on June 7.

### **Resolution No. 4**

#### **Active Energy Management Policy for all Partners**

*Keith Lambert made a motion to adopt Res. No. 4, and Nancy Genova seconded. The motion passed unanimously.*

Keith Lambert commented that the resolution appeared non-binding and seemed to be a way to spread GCE's message. Heather McGregor said she will now contact each of the GCE partners to have the template resolution placed on upcoming partner board meeting agendas for approval.

### **Finance Committee Report**

#### **Accounts payable and financial reports**

Leo McKinney said that he noticed that the revenue has not all come in yet, and asked the reason for this. Heather McGregor reported that Garfield County wanted a grant agreement first. That

document has been prepared, Leo McKinney has signed it, and the payment should be on the way. Heather McGregor asked Judith Hayward about the status of Parachute's missing contribution. Judith said the Parachute board placed its contribution in the "donation" category. Dave Sturges offered to go to Parachute's town council meeting to champion GCE.

Regarding CLEER's invoice summary memo, Judith Hayward asked that the dollar amount be noted with each item's explanation.

*Judith Hayward made a motion to approve the accounts payable, Leo McKinney seconded. The motion passed unanimously.*

### **Update: Bookkeeper, 2012 audit**

Heather McGregor gave an update about the new GCE bookkeeper, Janet Obeji. She came on board on May 1 and will be doing the GCE books starting in May, with a one-month overlap with ASAP.

Heather reported that McMahan and Associates will be doing the audit and will ask for a 60-day extension. This will allow the board to hear an audit presentation and approve the document at the August board meeting.

Heather confirmed the board's April decision to pay for the audit by taking \$3,000 from the Credit Reserve Fund and the other \$3,000 from the GCE budget, and identified the Administrative budget line as the most logical place from which to draw that cost.

### **Upcoming Events**

**May 20: Bike and Walk to School Challenge awards:** Heather McGregor updated the board on the Bike and Walk to School Challenge. The Garfield County Commissioners will present awards to the winning classes on May 20. If a Parachute class is among the winners, Commissioner Mike Samson will go to Parachute to present that award. Heather noted that two students from Carbondale actually rode their horses to school.

**June 7: Regional Leaders Ride, Rifle:** Fliers were handed out inviting the board members to attend this event.

Keith Lambert commented that he really appreciated that key calendar events that were added on the agenda.

### **Strategic Planning Retreat: 1:20 – 5:00 p.m.**

A separate report on the retreat discussion items and outcomes is attached to these minutes.

**Meeting adjourned at 5:10 p.m.**

GARFIELD CLEAN ENERGY COLLABORATIVE

By: Leo McKinney  
Leo McKinney, Chairperson

ATTEST:

Judith Hayward  
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 June 12, 2013.