

Steering Committee Meeting, January 10th
738 Columbine Ave
6:00-6:30 social; 6:30-8:45pm meeting

Attendees: Emily Hunter, Yvonne Salfinger (via Skype), Becky Coughlin, Liz Goehring, Lisa Loranger, Joan Gregerson

Agenda:

- Updates on Ongoing/Existing Projects - *what needs our help?* - All (15 -20 mins)
- Sewall / REACH Academy Community Garden update - Emily
- Mining our mailing list for members discussion - *how do we get more people involved?* - Liz (20 mins)
- EarthDay planning - Joan Gregerson will join us to discuss/plan (60 mins)
- Other?

Note-taker/Time-keeper: Becky

Meeting facilitator: Liz

Meeting needs to be FUN!

And be respectful of everyone's time.

NOTES:

1. Looked at GT Calendar – Maggie thank you for putting that on! Posted on GT site.
2. Donation ability added to site – Maggie put together page to enable this function.
 - a. Joan donating \$500 in her mom's name
 - b. Liz discussed Public Svc Credit Union – interested in donating in the future. Missed the deadline for end of 2016, so looking at sometime in Q1 2017.
 - c. Funds go into CPN Inc books – not sure currently how to track our monies
 - d. Action: Check with CPN Inc (Maggie, inquire with her, get reports from CPN Inc Treasurer).
 - e. Emily volunteered to be in the new role, CPN GT Treasurer.

Updates on Ongoing/Existing Projects

Completed Projects:

1. Have not yet received credit for Leaf Drop Program. Emily will follow up with Taylor.
2. SEED Circle on water, Liz still working to follow up on next steps as a result of this event.

Future Projects:

1. CGD CPN Green Business Workshop & Proposals

- Liz leading.
- Will be held tomorrow, 2-3:30, afternoon at Cerebral Brewery - it's open neighborhood wide event for any CPN business to learn about the Denver Green Business program.
 - Learning: Invite GT Members to attend as well in future event like this.
- 35 businesses have RSVP'd so far - wow!
 - Key was connecting with owner.
- Will get credit for how many show up at tomorrow's event
- A 2nd proposal is WIP, 2nd phase if GT member helps them do it, we would get credit! Will be a meeting on Thursday morning
- It is possible for us to obtain a high number of credits as a result of the event and the 2nd proposal of GT helping businesses become green.
- After event, send information on outcome of event to all that RSVP'd to continue keeping them in the loop/encourage future participation.

2. Historical Home Energy Workshop

- Thursday, January 26, 6-7pm, at Congress Park Tap Room
- Nicole is leading this event.
- It's part of The Denver Energy Challenge
- We discussed how to ensure GT members are invited to events as well to help with the event.

3. Sewall / REACH Academy Community Garden update

- Emily is contact person for GT.
- Applying for grant with Sewall; need in kind donations.
- Money will go to Sewall; our role would be to support with time. Would need to track hours; suggested create Google form that goes directly into spreadsheet; put as a link on GT website so people could just click to add information.
 - Lisa will help set up Google form for this
 - Joan said don't need to be exact with number of hours, can estimate how many more hours were done but not documented; that's ok
- In Dec they were going to announce awards but were informed they need to present to a group of people.
 - Trying to decide who should do that 10 min presentation on 1/18/17 in Lakewood.
 - Organization has said they will make a decision within a week of that presentation.
 - She needs 1 of us and maybe a CPN Board member to go to that meeting.
- Is REACH Academy still a part of Denver Schools?
 - If so, there could be opportunity to get involved in DPS school gardens program.

4. SEED Circle

- Next one: Mary Sullivan to lead this next circle, Problem with Plastics; February 22nd.
 - Alternative Energy: Noah is working on this future circle (March or April). He is in touch with Larry and Nicole. Liz will put Lisa in touch with Noah as Lisa has contacts.
5. Asset Mapping proposal in the works
 - Matt and Liz have met on this a couple times.
 - He has worked on a Google Map to include our CPN assets.
 - Plan is to have this done before Earth Day so we can demonstrate, have people see neighborhood assets and add their own. Plan is to use it in followup neighborhood tours.
 6. Rain Barrel Workshop
 - Susan is leading this.
 - Trying to get someone from Denver Water to resource this workshop.
 - Timing of this event still a WIP.
 7. Recycling
 - Yvonne, Mario and Becky are planning to meet end of January
 8. Alley Cleanup:
 - Consider having an Out Reach event to have neighbors come to learn more, ask questions.
 - Becky will look into this; more to come!

Mining our mailing list for members

1. Review list/segments online (and how it works)
 - a. How do we tap into people that have signed up and expressed interest?
 - b. Is there a need to reach out and validate interest?
2. Liz & Lisa will give thought f/u on the following:
 - a. Identify a lead for each category, invite them to reach out to their segment?
 - b. Draft email template that connects person with GT person leading project that matches their interest.
 - c. List maintenance - email to whole list to update their interests? Including email only folks?
3. Going forward - email template to new members, what else should it say?

Earth Day Planning

1. Joan - review proposal, etc..
 - a. Earth Day is a time to focus attention to current projects & get neighbors interested and seek input on other interests.
 - b. Everything else will complement that!
 - c. Larry & Bibiana Hager & Joan sat down to meet on this.
 - i. Larry - what is purpose of the event so we know if we accomplished our goals or not?
 - d. Overview of Earth Day proposal:

- i. Joan volunteered to coordinate
 - ii. Larry volunteered for logistics
 - iii. Bibianna volunteered to be liaison with Capitol Heights Faith
 - e. Reviewed documents- overall plan
 - i. Aim to make actionable
 - ii. Theme - think globally act locally
 - iii. Length: 3 hours
 - 1. Start time - need clarity on what is happening at church that morning to ensure time to transition/set up.
 - iv. Quantity of booths = 30
 - 1. Booth registration fee?
 - a. Free? Fee?
 - i. Discussed and concluded not to charge booth fees this year.
 - ii. Revisit next year.
 - b. Groups:
 - i. Non profits, schools, etc.
 - ii. For profits
 - c. Discussed having Sponsors, levels - agree to do this this year.
 - i. Level ideas:
 - 1. Garden - 500
 - 2. Leaf - 100
 - 3. Seed - 50
 - ii. Identify what they would get for each level
 - iii. Need to decide what to do with money
 - iv. Lisa and Joan will outline details of sponsor levels.
 - v. How will we use the money?
 - a. Advertising! Card to neighborhood, boost post on Facebook
 - b. Online calendars with newspapers, etc.
 - 2. If donate \$, how will we market sponsors?
 - 3. Consider app (Guidebook, Sched.org) for the event. Lisa can help with this.
 - 2. Each booth have an activity
 - 3. Have Mini workshops outside
2. After Earth Day:
 - a. Idea: Saturday Green Neighbors Open House/Open Studio, etc.
 - i. Aim to get neighbor to neighbor
 - ii. Guided tours, have a schedule

- iii. Raised the idea with Maggie re: insurance liability; default to outside versus going into home; would get people to volunteer knowing folks won't be going through their properties.
 - iv. Idea, divide CP into quadrants since CP so big; maybe one tour per quadrant
- b. Would like to dove-tail Asset Mapping with this.

ToDo's:

- Re: Donations: Check with CPN Inc (Maggie, inquire with her, get reports from CPN Inc Treasurer). Emily volunteered to be in the new role, CPN GT Treasurer.
- Re: Leaf Drop credits: Emily will follow up with Taylor.
- SEED Circle on water, Liz still working to follow up on next steps as a result of this event.
- Green Biz: Liz working on 2nd proposal for GT member to help businesses get certified. Need to communicate with Green Biz team and organize follow-up efforts
- Historic Home Energy workshop: Need to ensure GT members are invited to events as well to help with the event. Liz will contact Nicole to see if she needs help.
- Sewell Sensory Garden Project: Emily is point person for this project and will keep ST informed. She needs 1 of ST and maybe a CPN Board member to go to 1/18/17 meeting.
- Alt Energy SEED Circle: Liz to put Lisa in touch with Noah b/c of her networks in this area.
- Recycling: Yvonne, Mario and Becky meeting later this month to plan next steps
- Alley Cleanup: Becky to look into outreach event
- Mailing list mining: Liz and Lisa to work together on followup todos (see above)
- EarthDay planning: All ST to review Joan's document and give feedback to her by Thursday (1/12) prior to meeting on Saturday (1/14).
- All ST to brainstorm activity for Saturday GT meeting.