Green Team Meeting Notes
April 9, 2016 at CHFM

Attendees: Mario Rivera, Nam Henderson, Kathy Kindblade, Yvonne Salfinger, Larry Grimm, Joan Gregerson, Kay Tosi, Marilyn Mitchell, Emily Shaver, Susie Shanley, Becky Coughlin, Liz Goehring

1. **Earth Day Festival Coordination**

Marketing

a. Nice article in Life on Capitol Hill, Gardening column but unfortunately wrong date. (Apr 22)
b. Kristy developed a template using Teller Elementary students’ art work. Wayne New’s office provided 200 color copies of the flyers (50 copies of 4 designs).
c. Distribution of flyers to neighborhood schools & businesses:
   a. Joan: Teller Elem, Good Shepherd School, Reach Academy, 6th Ave Businesses, 12th Ave Businesses - done
   b. Nam: Will do: 8th & Colorado businesses
   c. Kathy & Yvonne: Will do: Colfax businesses

Welcome Table

a. Nam & Liz to staff with other volunteers.
b. Need handout at Welcome table. Joan to format. Larry offered to print them. ** Since the meeting, Joan formatted and ordered them via VistaPrint. This expenditure has been approved by CPN and will reimburse Joan.
c. Liz to provide printed graphic or tablet with graphic showing what is a Sustainable Neighborhood, with examples of what was done in other neighborhoods

Data Collection & Mapping:

a. Each table will be provided with a sheet where visitors can register their asset, e.g. garden, solar panels, etc. Liz and Nam to provide.
b. Mario brought demo of map, made at Staples for $19.99. To request approval for 10 maps to be printed for all Green Team booths plus Certifiably Green Businesses and Denver Energy Challenge. ** Since the meeting, CPN approved this expenditure and will reimburse Mario.

Prizes:

a. Need printed poster listing the prize donors and other sponsors. Joan to create this. Larry to provide easel. To be placed near welcome table. ** Since the meeting, Joan designed and got this expense approved by CPN. Joan ordered poster. CPN to reimburse Joan.

Signage:

a. Use cardboard or other recycled/recyclable materials when possible.
b. Banner – Larry to design/order/fund.
c. Signs on blocked streets: Qty 2 needed. ?? Marilyn/Emily to make on cardboard.
d. Barricades – Mario to provide four sawhorses.

**Street Closure:**

a. Larry – in process. Tentatively approved but missing two neighbors approval.

**Food Trucks:**

a. Patrick to give go ahead once we know for sure that the street can be closed.

**Volunteer Coordination:**

a. Susie Shanley to serve as Volunteer Coordinator
b. All Volunteers will check in with Susie
c. Need more food volunteers: Susie to ask Nancy McCaa. ** Since meeting, Nancy agreed.

2. **Next Meeting: May 7 12 – 2**
   a. Invite Taylor Moellers to do a Sustainable Neighborhood Network Introduction
   b. Reflect on Earth Day: successes & lessons learned