

MINUTES
Rocky Mountain BEST (Boosting Engineering, Science and Technology)
Board of Directors Meeting
GoToMeeting

Thursday, April 14, 2016, 6:30 pm

Board Members:			
Carolyn Bauer	t	Jose Lopez	t
Stephen Garran		Judith Schlesinger	t
Kathy Geise	t	Lois Walton	t
Wes Kenison			
		t = telecon attendee	

Carolyn called meeting to order at 6:38pm

1. Review/Modify April 14, 2016 Agenda. We reviewed / updated the agenda.
2. Review/Approve minutes from:
 - a. March 10, 2016 Annual and Regular BOD meetings.
Motion to approve March 10, 2016 Annual and Regular BOD meetings made by Lois; seconded by Jose. Motion carried.
3. Review/Approve email votes
 - a. None this month.
4. President's Report –
 - a. 2015 RM BEST Annual report complete – with new updates
 Joanne added info in the presentation about our work with new hubs. Steve is creating an annual report text document from the info in PowerPoint document.
 - b. Status / distribution of 2015 video
 The video is on YouTube and our website. We also have copies that can be given to individuals or organizations that would like it.
 - c. BRI April Newsletter recently distributed – Are we behind on anything?
 The deadline for ordering parts was 4/15/2016. The website was not working properly, but has now been fixed. Nancy (graphic artist) is working on our game mascot. It will be released at TMI or before if it is ready earlier. The license has been signed and paid for.
 - d. Meeting in Julesburg – Innovation Center & GP BEST Hub Personnel
 Carolyn went to this meeting after being invited by Mike Sedgwick, head of the County Economic Development Council. They have a building where the telephone company has installed high speed internet. They want to make this building into an innovation center with space for Golden Plains BEST hub. She took the 14 blue totes our BOD agreed to donate to them.
 - e. Recent updates re staffing and roles—Board, HUB and programs
 There's a new steering team organization chart. Shannon Ragland is the person in charge of game field build and integration. Larry Malik is also new and gives us a DPS link. Jose has 2 new potential leads. One, from MSU, could be used to help coordinate with MSU.
 - f. Strategic Priorities Discussion- Tabled to next meeting.
 - i. Build a sustainable organization both financially and with a robust volunteer base
 - ii. Engage in regional development and hub creation
 - iii. Focus on underserved and under-represented schools and students
 - iv. Sponsor community engagement and development
5. Treasurer's Report - Lois
 - a. Approval of Treasurer's Report April 7, 2016
Motion to approve the Treasurer's report as of April 11, 2016 was made by Jose; seconded by Judith. Motion carried.
 - b. Status of Sponsors on BRI Dashboard

We must add sponsors and their levels on the BRI Dashboard. They are not displayed to the outside world, but appear in the BRI annual report. Lois proposed that we update as we get donations in the calendar year. She also proposed that for our website, we add sponsors for the game year as we've been doing. Kathy agreed that that makes sense and that it's important that we acknowledge locally.

6. Fundraising Committee Report – Lois Walton
 - a. Donation Updates

A \$300 donation from AETNA (anonymously) was received April 14, 2016. There is \$10K in pledges that is still expected.
 - b. Grant status – see report
 - i. We need to submit Best Buy report 5/31/16 - before submitting new grant proposal
Carolyn has started working on this in anticipation of being gone 5/12—30. Much of it is similar to the prior report. **ACTION** below
 - ii. MDA Grants available – (3 types: Kits; TMI; Attendance at TX TMI) due 5/12/16
After some discussion, the group determined that the BRI rules require that all grant requests be made through MSU (for us). Carolyn said that there are teachers that could benefit from attending TX TMI so we should encourage them to attend. Info has already been put in the newsletter and will continue in the next. We also might want to look at doing a teachers' training day the day before kick-off.
7. Discussion re social media – Tabled.
The document which Wes emailed is in Dropbox. This is high priority for next month and will be led by Wes.
8. Diversity Committee Report, Linda King, Committee Chair
Postponed until we have our discussion on underserved and underrepresented schools and students.
9. Executive Director's report – Jose
 - a. Signing up teams for RMB / FRB
19 are currently signed up for RMB. We can take 10 more including 1 alternate. Jose will make phone calls starting at the end of May if we have space.
 - b. Signing up teams for SoCo BEST – done via Debbie Ulibarri
 - c. Signing up teams for Golden Plains BEST – done via Mike / Larry
 - d. School Sign-Up Policy Status
A policy has been proposed and waiting for comments. This will be finalized in May. Jose requests all BOD review document and provide feedback.
10. Asset Management Committee Report, Carolyn Bauer, Committee Chair
 - a. AM team implementing Grant / Loan of kits per 3/10/16 BOD decision
Everything is being readied to implement the Board decision. Awaiting final kit list from BRI.
11. RM BEST Hub Program – Carolyn Bauer
 - a. BRI schedule related to Game-related dates
The schedule is out.
 - b. 999 Vallejo status / New Bldg status?
Nothing new on new building possibility.
 - c. Six from RM BEST attending Kickoff Game Event in Wichita April 22-23; Two from FR BEST; 5 from SoCo BEST; 1 from GP BEST. We will cover GP travel.
 - d. Game day VIP events
Kathy said these events are a good time to reach out for sponsorship. Start with last year's guest list + Boulder, Aurora, etc., thinking of new hub. Need to create a list, get letters and intros. Anyone can add names to the file: RMBEST2016/events/Game Day/VIP EVENT/VIP Invitation List.
12. TMI Program – Lead TBD
 - a. RMB / FRB TMI – 7/21& 22, 2016 at MSU Denver SSB.
 - i. Room available 7/20 afternoon?
Jose will check on the room. We also need arrangements for farm equipment to be brought in and for exhibits. **ACTION** below

- b. RMB to co-lead TMI with Golden Plains BEST – date / location TBD
An offer will be made to GP BEST for this.
- c. BRI July 11-15 TMI training in Dallas, University of Texas

13. New Hub Development Program– Kathy Geise

- a. Front Range BEST - year 2 status. Carolyn will coordinate with Tami for this. **ACTION** below
- b. SoCo BEST @ Trinidad State – year 2 status. Carolyn reports they seem on track.
- c. Golden Plains BEST –
 - i. New Hub Workshop – 4/19/2016 in Julesburg or virtual
Larry Turner is the contact.
 - ii. Carolyn delivered 14 blue totes at 3/29 meeting in Julesburg
- d. Pikes Peak BEST –
 - i. New Hub Workshop?
- e. Other potential hubs?
Kathy is working on an Aurora hub. It's not likely for this year; probably 2017 or even 2018. There is a lead for a Boulder hub. RM BEST needs to recruit new schools as new hubs take some of the current schools.

14. Regional Championship Program – Kathy Geise

- a. Initiate a Committee– CO hubs, MSU Denver
BRI is reassessing the financial viability of hubs. If funding doesn't look good, BRI will reject hubs. If Colorado Springs application needs to show good financial stability or they won't get approved. They need a bank balance with money to pay the license fee, need sponsors, etc. If a college or university is behind a hub, it is much easier to get approval.

The BRI board composition is different than the one that agreed to 6 hubs for a regional. This board may not agree to that. We need to build support with the new board.

15. Outreach Program Report – Lori Lazuk , Kathy Geise

- a. Report submitted
Any interest in attending STEM forum and expo in Denver July 27—29 hosted by NSTA (Natl Science Teachers Assn). Cost \$995.00 for corner space or \$895 for inline space. Should we consider sharing w/FRBEST? Should we suggest BRI attend instead?

The suggestion is that we request BRI to fund this with the offer that we will staff the booth so they don't have to send anyone. Jose said the National Aerospace Workforce Summit will be in Denver in September and we should consider having a booth there, coordinated with RM BEST. **ACTION** below

16. New Business:

- a. Follow up with Scott Marcy regarding Pikes Peak BEST
Pikes Peak BEST does not currently exist as a hub yet, but we'll forward his name to them as they start to form.
- b. Secretary of State Filing – Lois
Lois filed with the name and address update. There are still more things that need to be filed. When taxes are done, she will follow up.
- c. Colorado Educational Initiative – RMBEST as STEM Program Provider – “Share Your STEM” as a first step. Kathy suggested we become a STEM program provider. Lois and Judith volunteered to help. **ACTION** below

17. Review Action Items

Assigned	Due	Action	Status
5/14/15	4/14/16	Board will think about folks we can talk to about League play in robotics... politicians, board of education, etc. Is there any discussion about this in Colorado? Jose will lead.	Kathy emailed Melissa Ingalls mingalls@douglas.co.us to discuss adding robots as Colorado High School Activities Association (CHSAA) Team to chat with Tami about it and wait how this works in TX.
1/14/16	4/14/16	Lois to follow up with Jon Barber. Suggest he can work with Aurora school system about BEST.	LW reports Jon plans to visit STEM Dept head at Vista Peak after the first week of May. CLOSE
2/11/16	4/14/16	Jose to follow up to see whether Star Villa will accept the nomination as an RMB BOD member.	Status: JL reports Star explains she is too busy at this time to serve. CLOSE.
2/11/16	4/14/16	Carolyn to confirm numbers in the year in review presentation and to schedule meetings with our key sponsors.	Status: Presentation now complete with new slide. Ready for Steve to copy. CLOSE
2/11/16	4/14/16	Jose to write policy draft explaining we drop priority of teams if they don't compete 2 years in a row, or if they don't return kits in a timely manner.	Status; CLOSE WIP
2/11/16	4/14/16	Kathy to offer we provide a New Hub Workshop to Great Plains BEST.	Status: CLOSE WIP
2/11/16	4/14/16	Jose to get robot (Byers Robot and / or East HS Robot) for Aerospace Day at the Capital, March 21,	Status: DONE. CLOSE
3/10/16	4/14/16	Lois to issue a check to FRB for their proceeds from Boosting BEST.	DONE
3/10/16	4/14/16	Jose / Kathy to make sure we are on the Colo Space Coalition email list.	DONE
3/10/16	4/14/16	Carolyn & Asset Management committee to respond to request and distribute kits according to the BOD approval.	Status: WIP DONE
5/14/15	5/5/16	Steve to investigate cloud storage options in addition to Dropbox.	Status: WIP.
8/13/15	5/5/16	Carolyn to send list of tools available to be donated to schools to Jose for inclusion in teacher newsletter.	
10/08/15	5/5/16	Kathy to contact references from Dan Thurlow for Grand Junction BEST teaming partners.	
10/08/15	5/5/16	Kathy to discuss joining CSBR with RM BEST BoD.	Status: will do it
10/08/15	5/5/16	Kathy to follow up regarding Ute tribe interest in STEM education.	
12/10/15	5/5/16	Kathy / Carolyn to investigate who can do a cost-effective audit in 2016. (Planning is to select the auditor by April for the audit in June or July.)	Status: Carolyn contacted friends who are retired auditors. They can't help. We'll ask Trece and put in the Volunteer Newsletter.

12/10/15	5/5/16	Jose to follow up with MSU Denver POC regarding potential space for our kits and workspace.	
12/10/15	5/5/16	Jose / Kathy to follow up with many key people they met at Colorado State Business Roundtable (including potential sponsor).	
1/14/16	5/5/16	Kathy/ BOD to review outreach program description. ACTION: CB to ask LL if she will write one.	
2/11/16	5/5/16	Steve to create an annual report from the year in review presentation.	Status: WIP
2/11/16	5/5/16	Kathy to set up workshop to focus on how we create new hubs in Colorado. Include MSU Denver people. Invite educational development person.	
2/11/16	5/5/16	Kathy suggested we form Regional Steering team with representation from all Colorado hubs and MSU Denver.	
3/10/16	5/5/16	Carolyn to communicate we can accept donations of not just cash but stock, cars, etc.in our newsletter, website.	
3/10/16	5/5/16	Lois / Kathy to handle 2015 targeted donation to rural Colorado BEST hub	Kathy / Lois to bring forward a proposal.
3/10/16	5/5/16	Carolyn to give Wes access to the RM BEST Facebook page.	Status: OBE by Wes' social media discussion. CLOSE
3/10/16	5/5/16	TMI Team to decide / set TMI Dates	Status: DONE 7/21 & 22. Awaiting Jose confirmation of availability of room afternoon 7/20.
4/14/16	5/5/16	Carolyn / Lois / Judith complete the Best Buy Foundation final report which is due the end of May and submit before then.	
4/14/16	5/5/16	Jose to work with MSU Denver regarding farm equipment for Game Day near the gym	
4/14/16	5/5/16	Carolyn to contact Tami to be the RM BEST POC with FR BEST in the future.	
4/14/16	5/5/16	Carolyn to contact new ED regarding BRI participating in NSTA (Natl Science Teachers Assn). Cost \$995.00 for corner space or \$895 for inline space. Suggest BRI attend and FRB and RMB can provide staffing. Then Carolyn & Tami to follow up at Wichita event.	
4/14/16	5/5/16	Carolyn / Lois / Judith to complete the Share Your STEM on the CEA website	

18. Upcoming Meetings

- a. BOD meetings - every other month on the 2nd Thursday of the month at the Daniels Fund with teleconference calls in the alternate month. Committee reports are not submitted for conference calls.
 - i. May 5, 2016, 6:00-8:45 - **Note Date change**
 - ii. June 9, 2016, ****CALL**** 6:30-8:45
 - iii. July 14, 2016, 6:00-8:45
 - iv. August 11, 2016, ****CALL**** 6:30-8:45
 - v. September 8, 2016, 6:00-8:45

- vi. October 13, 2016, **CALL** 6:30-8:45
- vii. November 10, 2016, 6:00-8:45
- viii. December 8, 2016, **CALL** 6:30-8:45
- b. Steering Team meetings - every month on the 4th Thursday of the month at the Daniels Fund as follows:
 - i. April 28, 2016, 6:30-8:45pm
 - ii. June 2, 2016, 6:30-8:45pm – Note Date change
 - iii. June 23, 2016, 6:30-8:45pm
 - iv. July 28, 2016, 6:30-8:45pm
 - v. August 25, 2016, 6:30-8:45pm
 - vi. September 22, 2016, 6:30-8:45pm
 - vii. October 27, 2016, 6:30-8:45pm

Meeting was adjourned at 9:02pm.

Respectfully submitted,
Judith Schlesinger,
Secretary, RM BEST Board of Directors