

## Colorado WaterWise Board Meeting

Thursday, December 12, 2019

Aurora Water; 15151 E Alameda Pkwy, Aspen Room, 2nd floor Aurora, CO

10:00 a.m. – 12:00 p.m.

P: Called-in via phone  
X: Attended in-person

### Board:

X	Amelia Nuding	Western Resource Advocates	amelia.nuding@westernresources.org
X	Alyssa Quinn	Platte Canyon W&S District	alquinn@plattecanyon.org
X	Amy Volckens	Brendle Group	avolckens@brendlegroup.com
	Brad Brady	Yearout Energy Solutions	brad.brady@yearoutenergy.com
X	Courtney Black	Intera	CBlack@intera.com
X	Diana Denwood	Aurora Water	ddenwood@auroragov.org
X	Eric Olson	City of Fort Collins	eolson@fcgov.com
X	Katie Helm	City of Fountain	khelm@fountaincolorado.org
X	Laura Wing	City of Thornton	laura.wing@cityofthornton.net
X	Lyndsey Lucia	Northern Water Conservancy	llucia@northernwater.org
X	Quint Redman	Agriburbia	qredmond@agriburbia.com
X	Ruth Quade	City of Greeley	ruth.quade@greeleygov.com
X	Thomas Riggle	Centennial W&S District	triggle@highlandsranch.org
	Tyler Kesler	Boulder County	tkesler@bouldercounty.org
X	Melissa Brasfield	CWW Board Staff	admin@coloradowaterwise.org

### Guests:

Lindsay Rogers – WaterNow Alliance  
Lance Ackerman – Colorado Springs Utilities  
Don Drew – Courageous Marketing  
Perry Wisinger – Regis University  
Nate Edge – Mile High Youth Corp

### **Call to Order**

Lyndsey called the meeting to order at 10:00 AM

### **Board Business and Action Items**

Approval of November Board Minutes. Alyssa motions, Laura seconds. November minutes are approved.

### **Board Elections**

#### New Nominations

Applicants introduced themselves and provided a brief explanation of why they are interested in joining CWW board.

*Perry Wisinger* is a CPA and has several years of experience and interest in water and is professor at Regis University. He is currently on the USGBC market leadership advisory board but that will be wrapping up and he is interested in becoming more involved in water issues.

*Lindsay Rogers* is the CO Basin Manager at WaterNow Alliance and sees some synergy between the two organizations. The work that she does could be beneficial to CWW with meeting coordination and facilitation.

*Lance Ackerman* has been with CSU for a little over a year working on outdoor programs. He would like to join to bring CSU involvement back into CWW organization and collaborate toward common goals.

Don Drews has a marketing and sales background and prior board service. He is interested in seeing CWW be a collaborative group in water.

The voting of new board members will take place via email to allow for further current board member discussion.

### Current member reelection

The board members that are up for re-election include Amelia, Lyndsey and Diana. Voting for Diana: Ruth motions and Eric seconds. Diana is approved. Voting for Lyndsey: Alyssa motions, Laura seconds. Lyndsey is approved. Voting for Amelia: Courtney motions and Ruth seconds. Amelia is approved. Katie will update the chart of board members terms.

### Officer election

One treasurer position is available. Brad has expressed interest but Thomas will run if there is no other candidate for the position. This vote will be done via email as Brad is not able to attend to confirm his interest.

One secretary position is available. Courtney ran for the position. Amy motions, Diana seconds. Courtney is nominated.

Co-chair – Diana is up for re-election. Amy motions, Alyssa seconds. Diana is re-elected as co-chair.

### **Digital Storage**

Melissa provided a summary of multiple digital storage options including Dropbox, Google Drive, Box.com and OneDrive. She explained that CWW currently uses Dropbox. However, we have issues with some board members not being able to gain access to the files due to storage limitations.

1. Dropbox has two options, Professional and Business. The Business plans require 3-user minimum and offer a 30% non-profit discount. Both options have advanced sharing controls which will help with LLYLI and non-board members needing access to files/folders. Dropbox has the ability to run online or have a folder on your Desktop. It was mentioned that some IT departments do not allow the Dropbox Desktop application.
2. Google Drive is where we house LLYLI and Secretary files and it is where we host our email. We have some storage included already but we would need to upgrade to have enough. There were some concerns about the upfront conversion of getting all the files from Dropbox uploaded onto Google Drive.
3. Box.com is another option but in order to have the advanced sharing controls you would have to have the higher paid account which was considerably more expensive than the other options. There were also concerns about the upfront conversion of getting files from Dropbox onto Box.com.
4. OneDrive is another online option through Microsoft. They have a 5-user minimum which increases the cost considerably.

The board discussed the options and decided to go with the Dropbox Professional. Melissa will work on getting it set up over the next month and sharing access details with the board members. Melissa will also create a brief tutorial of how to use Dropbox features and an explanation of the file structure.

### **CWW Event Presence**

Diana asked the question “When do we as board members attend events?” Our most recent event was the Sustainable Denver Summit and we attended because it was direct outreach to potential members and not to a community audience. We want to get in front of people that are doing water conservation and working in that realm. Before we agree to attend an event, we need to (1) check with the Management Team to see if it aligns with our mission and (2) ensure that we have the capability to work the event. Katie discussed the approach and strategy and evaluation she uses for attending events for Fountain. Lindsay asked if these events that we attend are paid tabling or unpaid events. Diana mentioned that we do have a budget line for these paid events.

### **Outreach Swag and Tabling Supplies**

Diana brought up the need for better materials for when we attend events. We currently have no materials that say “CWW”, we only have LLYLI items. Some ideas of materials that Diana has include pull-up banners, name badges, flyer holders, interactive item (Plinko or spin the wheel) and business cards. We should also work on creating an event calendar with past and upcoming potential events to attend which should include the date and time of the event and the cost of attending. Alyssa said that we had two pull-up banners at one point, but she is not sure where they are and said she will look into where the banners are located. Melissa will investigate the cost of nametags and flyer stands. Amy said they recently ordered name badges for Brendle Group and will find out the information and send it to Melissa.

## **State of CO Conservation Project**

Amt said that the group met two weeks ago to debrief the last year's work effort and to plan out year two efforts. We started this project to describe the efforts that we all are doing in water conservation across the state. We initially planned this to be an annual update and it was identified that that may not be feasible. When we started this, there were three scope objectives: 1. Water provider database. We worked from a capstone student this year for this portion of the project. We now have a 450 provider database and we are working on getting this updated with recent contact information and service provider information. 2. Analyze 1051 data set. The project has encountered some roadblocks due to some providers that are not reporting as well as poor reporting data quality. Amy mentioned that as part of the update to the state water plan they are working on cleaning up that data and we are now waiting until that cleanup process is completed by the State. 3. What do we know and what don't we know? We plan to formulate a survey to send to various organizations to learn more about what has been done and how successful the efforts have been. The committee has a survey outline and will be working on the survey questions and details in early 2020 and hoping to trial the survey on the board prior to sending it out to the organizations. In 2020, we are hoping to continue with \$5-7k funding for an intern to assist with database work Lyndsey asked if we would still be using a grant. Amy said that yes we will apply and we are working on how to approach potential funding from CWCB.

Don asked if we should approach a professor and pitch this as a potential class project. Diana mentioned that her colleague, Adam Waters, tried but has not been successful. Amy also mentioned that the work quality needs to be at a professional level which is something to consider when approaching and hiring the right level of student intern. Alyssa asked what this intern would be paid. Amy said that they think it would be about \$15/hour.

## **Buffalo Peaks Ranch Field Trip**

Diana discussed that Aurora Water owns property called Buffalo Peaks Ranch, where the Rocky Mountain Land Library is housed and said that this could be an interesting board member tour in late summer 2020. Much of the board was interested. **Diana will create a doodle pool for potential dates for the tour.** Amelia asked if this is just Board Members or open to others. Diana said that it would likely just be board but may be able to open it depending on transportation plans.

## **2019 Annual Report**

Katie discussed the Annual Report. This will be the third year that we have published an Annual Report. It is a way to highlight the work we have done. This report is easily available on our website and something to share with community, prospective members and partners. **If you have photos, data, quotes send them to Katie to add to the report. Katie will send a link to the 2019 Annual Report and a link to Dropbox.**

## **Budget reading and approval**

Laura reviewed the latest update to the budget for 2020. Amy asked about the \$500 paid to the intern this year and Laura said that it is included under admin/contract services. The board discussed and agreed to increasing membership goal number to \$35,000. **Melissa will send Ruth an invoice for LLYLI partnership. Laura will finalize edits to the budget and send out to the board for voting.**

## **Wrap up and adjourn**

Lyndsey adjourned the meeting at 12:00 p.m.

Submitted by:  
Melissa Brasfield