



NEXT MEETING IS SEPT 25 AT 2:00

**Coordinating Team Meeting – July 18, 2018, 2:00 p.m.
Eagle Nazarene Church, 1001 W State St, 83616**

Present: Phil Bandy, Tamsen Binggeli, Erin Brooks, Megan Dixon, Lisa Harloe, Mike Homza, Liz Paul, Kathy Peter, Jessie Sherburne, Heidi Ware, Mike Schubert (HDR), Mike Kasch (HDR), Alan Kolok (IWRRI), Ali Bean (IWRRI), Suzy Cavanagh, Will Whelan,

2:00 Welcome, Agenda Review, Introductions, approve minutes from last meeting

Minutes approved from last meeting

- All were in favor and Phil indicates motion is carried

2:15 Update from the Board

- We now have General Liability Insurance, Auto Insurance, and Directors & Officers (D&O) Liability Insurance through the Association of Nonprofits for Insurance.
- The policies were sent out to the CT and Board and are on-file at Ecosystem Sciences
- The policies are based on our current activities and are renewed annually. Any major changes to our activities may require changing our insurance to make sure we are covered. Will be reviewed annually.
- We are not penalized for submitting a claim. When in doubt, it is better to submit one!

Financial report

- The BREN taxes were reviewed by the Board and submitted
- We have an account balance of \$8,755.27
- To-date in 2018 we have brought in \$10,353.28 and spent \$9,331.45 for a balance of \$1,021.83
- Based on projections, we have enough cash on-hand to cover remaining expenses through the year.
- However, the Fundraising Team is working to secure more sponsors – we are about \$5,000 below our goal.
- Our taxes were submitted

Update from the Coordinator

Summary: Thanks to everyone for pitching in, but we need more engagement on committee work and on our projects. I encourage you to make time to pitch in for the election, the Boogie, the Annual Meeting/Volunteer Party, outreach events, fundraising and/or project work.

Events: Lots of time being spent on our summer events. Read the list and you'll see why. Events have been successful to date and we continue to reach new people and add them to our mailing list. Some of our newest contacts have made donations too. Thank you to everyone who's volunteered – always a challenge to recruit and more so this summer.

June: Field trip to IBO, table at Return of Boise River People, table at Northfork Championships, refugee field trip to Hyatt, Hyatt plant transplanting with refugees, nature walk at Shakespeare, Founders river float.

July: River clean up with United by Blue in Ann Morrison Park, bird walk at Shakespeare, CT float trip.

August: float trip for refugees, clean up float with Xylem, BREN summer float, nature walk at Shakespeare, flyfishing book reception/fundraiser, 319 tour hosted by LBWC and CSWCD.

And fall events are in the works.

Project support: I continue to provide support for the Cottonwood Creek project and for the Hyatt Project.

New projects: I'm leading our team to apply for \$\$ from the Boise Levy for a clean water project in partnership with Boise Parks and Rec and Boise Public Works. A stormwater project in Julia Davis Park.

Administrative and communication: It's been great to add new names to our email list and send thank you cards for donations. I spend time on BREN's Facebook and Instagram communication, and I continue to write and send emails to our full list via MailChimp. I work with the Outreach Committee to get new blogs posted on the website. The website still needs lots of updating, but that never seems to rise to the top of the list.

Fundraising: Hosting the Founders trips and the reception/book signing with Andy Weiner are important relationship investments. I'll write the grant for the Levy funds. And I'm working with the Fundraising Team to solicit business and individual supporters.

CT and committee support: I support the outreach and fundraising committees and the CT and help the Boogie Team as needed.

2:30 Suzy Cavanagh, Leadership Boise Program, Boise Metro Chamber

- The Boise Metro Chamber would like to invite BREN to attend the Leadership Boise Infrastructure & Environment Conference on October 10, 2018
- BREN can provide a 10-15-minute speech on our organization and it is an opportunity to raise money for general support or a specific project.
- BREN will need to become a member of the Boise Metro Chamber, which is \$217 annually for 501(c)3 organizations
- Presenting at the Leadership Boise event and being a member of the Boise Metro Chamber is a good way for BREN to reach a new audience and share information about the river.

- Lisa Harloe and Tamsen Binggeli are interested in presenting.
- Upon discussion, the CT agrees to attend the Leadership Boise event and is looking into ways to finance the membership dues.
- The CT will discuss what to highlight in the presentation at the September meeting

2:40 CT members' Skills and Interests Summary Report

- Jessie Sherburne presented the results of the CT member's Skills & Interests survey sent out in March 2017
- The report identifies the skill levels (high, medium, low) and interest levels (high, medium, low) in a variety of areas (i.e. Admin, Marketing, Technical, Scientific, Leadership, Outreach).
- The report can be used to identify training needs, identify people/skills that we can recruit into our Network, and align CT members interests better with current BREN programs.
- The results of the report show that there is high interest, but little ability and current work for Marketing and Leadership/Facilitation. An idea is to host a workshop on these areas for people who are interested rather than having an ongoing subcommittee due to time constraints.
- Some areas have high ability but low interest, such as Administration and Technical. We could recruit for these positions, fill gaps through internships, assign CT members tasks, or hire out these services (as we currently are doing).
- Perhaps there is a 3rd layer that should be added to rate for the "need". For example, there may be a high interest, but a low need for Marketing.

2:50 CT Elections - Review election process and form election committee

- The BREN CT consists of no fewer than 7 members and no more than 13 members.
- 3 seats are open (1 has been vacant since Whitney resigned and the other 2 are from people finishing their 2-year terms)
- If these seats are not filled, we still meet the minimum requirement for the CT.
- Megan will not run for re-election. She will inform Rebecca Flock of CWI about the opening
- Election Schedule:
 - August 1 – Notice of Election, Open Seats and Application Process
 - August 31 – Applications Due
 - September 17-23rd – CT Election (online)
 - September 28th – Announcement of Election Results
 - October 1st – New Term Begins. CT members serve two years.
- Tamsen, Jessie and Phil will run this year's election.

3:00 Form committee for Annual Meeting and Volunteer Appreciation Party

- Jessie, Heidi, Lisa, Tamsen, Will, Greg and Erin will serve on the committee.
- Everyone liked the idea of an event very similar to last year
- Reminder to invite all the Boogie volunteers

3:10 BREN Outreach Committee report, IEF presentation discussion and volunteer recruitment

- Need more participation in the outreach committee planning and execution
- Liz has contacted the Treasure Valley Partnership and it's likely BREN will be invited to present.
- Megan, Jessie, Phil and Mike H are interested in helping.
- It would be helpful to create a cheat sheet or have a way to teach others how to use the presentation.
- BREN is organizing a section of the Idaho Environmental Forum on Sept 26 – Kathy is taking the lead on that

3:30 Adjourn to the river