

## Steering Committee Minutes February 8, 2010 5:00 PM

**Members Present:** Doug Carnrick, Steve Erario, Sally Harwood, John Joseph, Elery Keene, Ross Nason, Mike Roy, Linda Woods

1. Alice Elliott from Goldfarb Center at Colby about Americorps:
  - Colby is a member of a Campus Compact to help connect volunteers with groups working with sustainability issues.
  - Americorps volunteers work full time/ are assigned anywhere/ connect the community & the college/ have a flexible work load/ belong to a statewide network
  - Our commitment would be \$5,000 per person (not supplied by Colby). Colby might be able to provide housing (but not a meal plan if living off campus). This money is needed in August (maybe September).
  - Americorps pays a stipend; education award after service; employed by Americorps (for health insurance, taxes, etc.)
  - A team could do the selection, but Alice wants to be a member of this team. This group could write the job description.
  - Deadline: Application due March 19
  - Someone from this group needs to supervise: weekly time sheet & quarterly report.
  - The volunteer's commitment is one year, but it can be a two-year stint.
  - Mike doesn't think we should take part in this unless we get the EECEBG grant.
  - Alice would like the application completed by March 12. She will assist in completing this.
  - John thinks we should circulate ideas to the five team leaders. "This opportunity is presenting itself. Do you see a role for this in your group?"
  - John wonders who would supervise.
  - Mike: Do we have support for, "This won't work unless we have a grant"?
  - Elery seems to think there is enough work.
  - Sally: We might add more teams. Where are we going?
  - Colby does not have space. Do we? Ross might have space at KVCoG.
  - Ross thinks there is enough work. The leader could supervise the project.
  - Mike: What role would Linda play? Would she supervise a 40 hour employee?
  - John thinks we should have one person.
  - Steve thinks the core of this person's job will be residential energy. If we get the grant, this person can coordinate efforts. John, Steve, & Alice will write a job description. John (as Energy Team Leader) will supervise this person.
  - Consensus: one person, designated for Energy Team primarily with time for each team (Potentially 4 hours per week for each team, 20 hours for Energy).
  - Linda will ask Team Leaders to weigh in on this. Do they have projects?
  - Steve, Alice & John will write the application.

- Ross will talk to Ken about using the space at KVCoG.

## 2. Communications

Linda gave an update on the work by the Communications Assistants.

- The hope is to have a newsletter every other month. Jane, Jamie & Linda will do the first one. Team leaders will be asked to submit material for future editions. Linda will be bringing her camera to future team meetings.
- At this point, no major changes will occur to the web site. Several ideas are being considered, but there are no definite plans. John would like the web site to store his many documents. He & Steve will work on this.
- Linda has a meeting Thursday to learn more about social media.

## 3. Review of Where We've Been/ Where We're Going

- Mike: To team leaders, it is important to have clearly articulated goals.
- John: There is a project charter for each team within the report.
- Sally: Use the ideas from the reunion to decide where we are. We need a Catalyst update.
- John: Did the reunion accomplish our intended purpose?
- John: too many talking heads/ not enough recruitment
- Sally would like to see another Catalyst. This doesn't redo the vision. We need more time for brainstorming. Mike thinks this should be next January.
- Doug is concerned about the effect the current economic situation will have on sustainability efforts.
- At the next meeting, we will review the charter for each team and see where each team. **EACH TEAM LEADER IS TO BRING A LIST OF ITS PRIORITIES.** You should look at the original list (which you will receive by e-mail) and prioritize your goals.

## 4. Upcoming Meetings of Importance

Each of these meetings will be in City Hall at 5:00. Contact Linda if you are interested in attending.

- Feb 23 Conservation Services Group
  - 9M stimulus package to weatherize homes in Maine
  - looking for clients
  - Andy Myers PUC coming, too
  - Goal to create a collaboration between this group & Energy Team
- Feb 25 Jim McNamara
  - Nexterra Corp
  - Wood gasification
  - District heating in Vermont & Pennsylvania

- March 4
  - Self-Gen Inc.; Paul Aubrey
  - Combined heat & power
  - Ecoparks—waste heat used for buildings
  
- 5. Vaughan Woodruff's invitation
  - Linda can go to the summit if the date works.
  - Sally would like to meet with Vaughan.
  - Linda will send Vaughan a copy of the EECBG application.
  
- 6. Steve asked about releasing the community survey to the press. Everyone agreed this is a good idea.
  
- 7. For your information,
  - Mike Roy will be having surgery on Feb. 15 and will be out of the office until March 1.
  - Linda Woods's husband is having surgery on March 10, so she will be out of the office for 2 weeks.

The next Steering Committee meeting is **Monday, March 8 at 5:00** in the Mayor's Conference Room.