

Board of Directors
April 13, 2011
8:00-9:30 AM

Members Present: Marilyn Canavan, Doug Carnrick, Sally Harwood, Mike Heavener, Mike Roy

Coordinator's Report:

Linda summarized that she has been extremely busy of late and asked the Board for clarification on how best to use her time: organizing outreach activities (such as Woman's Wellness, Waterville Earth Day, and the REM Luncheon), attending team meetings and supporting team leaders (improvements to web site, assistance to Sustain Mid Maine Residential Energy Program, work with the recycling poster contest and signage at SKILLS), writing grants, or creating the newsletter.

A lengthy discussion was held.

Sally made a motion that fundraising and grant writing should be the Board's responsibility. Linda's priorities will include communication with all teams, staffing the Board of Directors, and public outreach. Doug seconded. The vote was unanimous.

Marilyn volunteered to assist with the newsletter.

Financial Report:

Linda reported that there is \$1919.99 in the SMMC account and \$1041.61 in the checking account. The following financial items were also reported:

- Green Bean Movie Scene earned \$342. That is allocated for the RX4 Recycling Contest (\$250 for savings bonds and \$99 for art supplies).
- Approximately \$700 will be coming from Starbucks at some point.
- \$135 was paid to Mike Phillips for services and filing. He refunded \$100 for his services.
- The RX4 Team received a \$500 grant from the state planning office. This will be used to improve signage at SKILLS. Also looking into a sign for the outside of SKILLS. Jeff Clark will donate labor and materials.
- Time & Tide has approved funding for 2 outreach events to promote gardens, energy, and public transportation as well as expansion of gardens and on site workshops.
- Linda did not receive funding from New England Grassroots Fund but was encouraged to apply again.

Old Business:

A motion was made, seconded, and unanimously adopted to approve Board members terms as follows:

Michael Roy: Jan. 2013
Michael Heavener: Jan. 2012
Marilyn Canvan: Jan. 2013
Doug Carnrick: Jan. 2013
Sally Harwood: Jan 2012
John Joseph: Jan. 2012
Elery Keene: Jan. 2012

It was noted that the Bylaws state that the Waterville city manager and Winslow town manager are permanent members of the Board.

A lengthy discussion about fundraising occurred, and it was agreed to continue this discussion at the next meeting.

For the next meeting, the focus needs to be on fundraising. Included in this needs to be the following: writing a budget, deciding on Board insurance, reviewing qualifications for the in-kind notation on web site, and documentation of volunteer hours as in-kind contribution.

Action Item:

Mike H will talk to Mike R about the value of Waterville's contribution including items such as office space, IT assistance, management oversight, etc.

New Business:

Sally motioned to include a discussion at next month's meeting about the action plan that was created at the annual meeting. Doug seconded. The vote was unanimous.

Other Business:

Marilyn suggested adding a Colby student to the Board. This was tabled until the next meeting.

The next meeting will be **Wednesday, May 11 at 8 AM** in the mayor's conference room.

Respectfully Submitted,

Linda Woods, Coordinator

Elery Keene, Secretary