

## Metro Denver Nature Alliance

### Meeting Notes

June 8, 2016

1. Sparks Consulting Meeting – Monday, June 13 at 12:15 PM. Heidi is organizing and will send around meeting invitation note.
2. mDNA Budget Discussion – Jim is working to get out invoices for any remaining Phase I contributions. Jim will soon distribute updated MOU to cover Phase II contributions/work. Invoices for partner contributions for Phase II will follow.

Discussion around potential need to reallocate funds to ensure Tasks 1 & 2 have funding necessary to get the work done on schedule. TPL to investigate whether there is flexibility in getting reimbursement for work under Task 1.

Need to look toward meeting w/ Beth Conover for Gates. Decide what things we want to ask Gates to fund.

3. Civic Canopy Proposal

Core Team Facilitation: Sense of the team need to have a facilitator to keep team on track. Having an Exec. Comm. may help keep team on track and moving forward. TNC to examine anticipated workload for new Urban Conservation Manager to see about role s/he might play in facilitation.

Based on feedback below, ask Canopy to revise proposal and add budget assumptions to each section.

#### **Core Team Facilitation**

Bullet #1 - Hours not expended writing up minutes/developing agenda/finding times & locations. Rather, time is spent more on meeting facilitation, rather than meeting development. A partner organization would take leading meeting management/development.

**Question: Proposal notes “monthly” meetings. Group currently meets bi-weekly.**

Bullet #3 - Positive comments about Canopy’s assistance in thinking creatively about strat plan process

Bullet #4 - Canopy assistance not required for development of Gates Family Foundation grant. There is ample grant writing expertise from partner organizations.

## **Stakeholder Outreach**

Bullet #1 – Ask Canopy to do outreach needs assessment...what outreach data exists or is being collected by others. Prepare for mDNA a list of the questions/desired outcomes from stakeholder outreach.

Bullet #2 – is that four meetings per month, or four meetings total? What is meant by “strategic planning process?” The group consensus is that the meetings should not be about the strat planning process, but rather about the “strategic future of mDNA.”

Bullet #3 – (4-6 one-on-one stakeholder meetings) Consider doing focus groups rather than one-on-one to get more bang for buck. Think about sectors (i.e. park directors). Look for areas where information is not already being collective by Inspire hubs or others.

## **Coordinate w/ other consultants**

Drop this section. Group consensus was that this is not an essential focus. Some of this responsibility might be able to be handled via an Exec. Committee.

Note that strategic planning is not scheduled to begin until January 2017 and this proposal expires December 31.

Questions:

- a. Proposal notes that they will facilitate monthly meetings. Is this accurate?
4. Brian K. noted that GOCO plans to release Inspire measurement RFP next week.