

Metro Denver Nature Alliance

Meeting Notes from June 22, 2016

Present: Stephanie Stowell, Luann Rudolph, Alyssa Von Lehman Lopez, Emily Patterson, Brian Aucone, Brian Kurzel

Action Items are **BOLDED**

- There is a revised MOU from TPL to cover the Planning Phase through December 31, 2017. It is intended to combine the MOU with the letter of surety. Emily will send out to all partners to get their review and approval. Once it is ready to sign Emily can affix the digital signatures she already has on file or we can do real signatures if your organization requires that. For some organizations (like DMNS) we need the executed MOU in order to purchase a check to cover our contribution.
- Question regarding a Plan B in case we don't get the grant from Gates. Options are to seek out other grants/donors. Plan C might be to have all organizations pony up a certain amount in order to reach the minimum cash match needed (least desired option). No consensus on a plan B for now, need to discuss with the larger group.
- Review of revised SOW from Civic Canopy.
 - Discussed that we don't necessarily need to issue an RFP for the strategic planning consultant, but we do need to flesh out the SOW for that consultant before we begin conversations with potential partners. Suggested edits to 3rd bullet of Core Team Facilitation.
 - Discussed whether it makes sense to de-couple the logistics elements of our meetings (taking and sharing out minutes and coming up with agendas) from the facilitation. We'd prefer to have Civic Canopy do both, as they have been up until now, and that reassigning the minutes and agendas to one of the partners probably doesn't cut down on cost that much. Consensus was that we can ask Civic Canopy to do that work without impacting cost.
 - **Alyssa is making edits to the SOW** in track changes to share with group. **Anyone who is able please review.** We'd like to finalize this so that Civic Canopy can join us at our next meeting on July 13.
- Heidi potential meeting with Spark Industries – Luann shared that Spark is really busy right now so they may not be best candidate for strategic planning consultant but they did offer to review our scope and help us to brainstorm on what we want this consultant to do for us.
- Fleshing out the SOW for strategic planning feels urgent and we'd like to ensure it is on the agenda for next time.
- Press release regarding GOCO award and Canoemobile event never went out. The Canoemobile event is past but we could still do the press release just on the GOCO award. **Emily following up.**
- **Emily will set up some small group meetings** focused on ecology, access, and engagement in order to inform and develop the mapping analysis.

Suggested agenda items for 7/13/16:

- Press release final decision
- Discussion of strategic planning consultant scope of work