

MEETING REPORT
QBS Colorado - Directors
June 11, 2009

The QBS Colorado Director's meeting was called to order by Paul Bakken at 7:10 am, June 11, 2009, in the ACEC of Colorado Conference Room. Those present were: Carolyn Hunter and Mike Fink (teleconference), Andy Garner, Steve Bryant, Tracy Lyman, Joonhoo Yo and Sue Bertram. Marilen Reimer and Kristen Stroh were absent

1. Meeting minutes from April 2009 and Meeting Notes from May 2009 were accepted. QBS Budget summary through 06/04/2009 was accepted.
2. Board Member openings. Continue to need a representative from ACEC (1).
3. RFP's received in May and June (to date) were briefly reviewed and follow-up assignments made. Contacts continue to be made by Directors.
4. Bylaws have been approved by all sponsoring organizations.
5. **Forum – To be held on Tuesday, October 20th from 7:00 – 9:30 am at the PPA Events Center.** Budget was approved. Speakers are being finalized. Andy/Steve are collaborating on the mailing list.
6. 2009 Board Initiatives
 - i. Outreach – Newsletter, Lecture Opportunities, Bi-Annual Breakfast Program – **Andy**
 - ii. Watchdog Activity/RFP – **Steve**
 - iii. Discussed presenting Peter Marxhausen, professor at UCD, with the next annual award (Fall)
 - iv. Legislative Action/DOLA Initiative – need to discuss @ July mtg with Marilen
7. Small Projects – **Carolyn** has finished and **Andy** will finalize. To be completed by the July 9 meeting. **Sue** to coordinate mailing DOLA letter to sponsoring organizations for their signature upon completion.
8. DOLA – **Marilen** and Lauren Evans, PE have met with Susan Kirkpatrick of DOLA to initiate dialogue on various topics including the distribution of Stimulus Money that DOLA will be receiving from several agencies and the pass on to small communities. They will be scheduling a second meeting with Susan Kirkpatrick at which time they will present the QBS Small Projects Document among other items, this needs to take place prior to the distribution of Stimulus money. **If you have any specific issues with DOLA please send them to Marilen in order that they may be addressed at the meeting.**
9. The following have agreed to act as referrals: Larry Catalano, Aurora Water; Mike Fink, City of Fountain Utilities and Owen Randall, Ft. Collins Utilities.

Follow-up Action Items:

1. **JOONHO:** Draft suggested paragraph regarding the QBS overall process for QBS website.
2. **JOONHO:** Research CSU-CM School contacts and DOLA Rep.
3. **SUE:** Re-send reminder to sponsoring organizations for RFP's.
4. **SUE:** July Newsletter
5. **SUE:** Full QBS, Hybrid (Partial) QBS and not using QBS for consultant selection list. **Steve** to assist.
6. **SUE:** Future Board member recruitment notices, send to organizations in September.
7. **SUE:** Newsletter complete by July meeting.
8. **ANDY:** Contact P. Marxhausen for potential CSU, CU, UCD referrals for presentations.

The next meeting is July 9th at 7 am, ACEC/CO office. **Steve** to provide refreshments.

The meeting concluded at 8:58 am