

**MEETING REPORT**  
**QBS Colorado - Directors**  
**October 8, 2009**

The QBS Colorado Director's meeting was called to order by Paul Bakken at 7:10 am, October 8, 2009, in the ACEC of Colorado Conference Room. Those present were: Carolyn Hunter (teleconference), Andy Garner, Tracy Lyman, Dan Akin and Sue Bertram. Joonho Yo, Mike Fink and Marilen Reimer were absent.

1. Meeting Report from August 2009 and Meeting Notes from September 2009 were accepted. QBS Budget summary through 10/05/2009 was accepted.
2. Board Member openings-Carolyn will be leaving at the end of 2009, AIA will have two openings and ACEC will have one. Both organizations have been made aware of the vacancies.
3. RFP's received to date were briefly reviewed and follow-up assignments made. Contacts continue to be made by Directors.
4. **Forum – To be held on Tuesday, October 20<sup>th</sup> from 7:00 – 9:00 am at the PPA Events Center. All Directors are requested to send Sue 5 contacts (email) for brochure to be sent to them.**
5. 2009 Board Initiatives
  - i. Outreach – Newsletter, Lecture Opportunities, Bi-Annual Breakfast Program – **Andy**
  - ii. Watchdog Activity/RFP – **Dan**
  - iii. Legislative Action – Dan and Joonho
  - iv. Award - Paul
6. Small Projects – **Andy** has completed the Project and it looks wonderful! **Comments are due to Andy by Friday, Oct. 9<sup>th</sup>. Andy** will finalize and it will be a handout at the Forum.
7. DOLA – **Marilen** and Lauren Evans, PE to schedule a second meeting with Susan Kirkpatrick. If unable to schedule the brochure and letter will be emailed.
8. The following have agreed to act as QBS 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:** Full QBS, Hybrid (Partial) QBS and not using QBS for consultant selection list.
5. **SUE:** Future Board member recruitment notices, send to organizations in September.
6. **ANDY:** Contact P. Marxhausen for potential CSU, CU, UCD referrals for presentations.

The next meeting is November 12<sup>th</sup> at 7 am, ACEC/CO office. **Joonho** to provide refreshments.

The meeting concluded at 9:02 am