

MEETING REPORT
QBS Colorado - Directors
March 12, 2009

The QBS Colorado Director's meeting was called to order by Tracy Lyman at 7:15 am, March 12, 2009, in the ACEC of Colorado Conference Room. Those present were: Carolyn Hunter and Paul Bakken (teleconference), Tracy Lyman, Andy Garner, Dave Hughes, Steve Bryant, Joonho Yo, Marilen Reimer and Sue Bertram. Roy Blythe and Mike Fink were absent.

1. Reviewed the meeting minutes from February 2009 meeting and Tracy requested more detail to be added, will review at the April meeting. QBS Budget summary through 03/05/2009 was accepted.
2. We welcome Joonho Yo, AIA to the Board. Joonho will be representing AIA. Continue to need representatives from AIA (1), ACEC (1) and possibly PEC (1).
3. RFP's. We cannot let the RFP's fall aside. **Sue** will send letter, continue to track on spreadsheet. At each meeting **Directors** will volunteer to follow up and report back at the next meeting.
4. Bylaws (new)-much discussion was had regarding comments/concerns from an ACEC Board Member. It was decided to leave them as written and **Marilen** will explain to the ACEC Board. Waiting on approval from PEC and CAGE. AIA has approved.
5. Orientation of new Board members. **Sue** to get 2 to 3 dates from **Marilen** in mid-late April and email to Board for consensus. Will invite TA's to Orientation.
 - a. 2009 Board Initiatives
 - i. Outreach – Newsletter, Lecture Opportunities, Bi-Annual Breakfast Program – **Andy** (Next Newsletter due in July)
 - ii. Watchdog Activity/RFP - **Steve**
 - iii. Annual QBS/CO Award – **Paul/Sue**, Awarding to City of Fountain this Spring at a City Council Meeting, 2nd & 4th Tuesdays of the month at 6 pm, perhaps with an NSPE President. ACEC's Southern chapter meeting is April 15th. Always accepting nominations, no limit on Colorado Awards. It was agreed that we will hire a PR consultant to distribute the Press Release.
 - iv. Legislative Action/Small Project Plan – **Carolyn** (see #7 below)
6. Governor's BEST program. **Steve** will investigate.
7. Small Projects – **Carolyn** to finalize w/o ACEC Study results (unless avail in the next week) and email to Board for comments on March 19th. Comments are due to **Sue** by March 27th. Upon completion, **Sue** to email document to sponsoring organizations for their approval and support. **Dave** to draft letter for sponsoring organizations to "sign" for presentation to DOLA. Carolyn reports that Ken Charles of DOLA (Durango) has said the document will be much better received at DOLA if sponsoring organizations provide endorsement. **Andy** has volunteered his graphic designer to make the final version "professional". Due to timing (see #8) this will happen after the DOLA meeting. Once it is in the "professional" form it will be posted on the website.
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.**

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:** Full QBS, Hybrid (Partial) QBS and not using QBS for consultant selection list. **Steve** to assist.
4. **SUE:** Future Board member recruitment notices, send to organizations in September.
5. **ANDY/SUE:** Discuss prior to April meeting venues, dates, budget.
6. **PAUL:** National Award, City of Fountain to submit, application due to Natl NSPE Friday, March 27.
7. **PAUL:** APWA Management Conference, May 7 & 8. Mike Fink, PE to speak for QBS.
8. **ANDY/SUE:** Contact P. Marxhausen for potential CSU, CU, UCD referrals for presentations.
9. **SUE:** QBS PowerPoint presentation to website. Update SP Manual pages on website (Leslie).

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

The meeting concluded at 9:15 am