Meeting Minutes

December 10th, 2019

Location: DU Engineering and Computer Science Building, Room #300

1. Last meeting
   a. Led by Leah Dougherty
   b. Discussion of social media
   c. Surveys passed out

2. Changes from traditional meetings
   a. Introductions for new members only
      i. What’s your name?
      ii. How’d you hear about us?
      iii. What made you interested?
      iv. What’s your background?
      v. Where do you work / go to school?
      vi. What are you interested in hearing about?
   b. Roughly 10 new members introduced this time

3. Updates from the EWB USA Conference in Pittsburgh, PA
   a. Fun Facts from Andrea Hoang about Pittsburgh
   b. Andrea Hoang and Shawn Dalglish presented
   c. EWB HQ Updates
      i. Project Cost Sharing
         1. Model to be fully integrated within 3 to 5 years
         2. The Board of Directors has approved a 30% cost share on all projects
            a. Assumed to be to expedite project delivery
            b. Clarification: HQ will contribute 30% of project expenses
               i. Clarification: Project expenses meaning the yearly budget
               ii. The goal is to fund 75% of the project budget from HQ by the end of this model integration
c. An expectation from HQ will be each chapter knowing the project scope, estimated budget, HQ’s shares, and estimated timeline

d. Funds will be provided for assessment, implementation, and monitoring

e. Budgets will be updated after an assessment and alternatives analysis

f. Cost sharing is to begin in Q1 of 2020

ii. Increase in global programming

1. Opening a new office in Bolivia in 2020

2. Hoping to open an in-country office in Ecuador next

iii. Instructional videos and reading material on new Team-Selling Fundraising Model are now live

4. Careers at EWB HQ

a. Positions are currently open

i. Program Engineer / Cost Estimator

ii. Grant Writer

iii. Program Engineer – Community Engineering Corps

5. Results of the November chapter survey

a. Priority placed on:

i. Connecting with new members

ii. Shorten the length on general meetings

iii. Mixed responses were provided on the membership fee

6. Chapter Financials

a. Total Budget: $43,000

i. General Fund: $5,000

ii. Ecuador: $5,000

iii. Madagascar: $15,000

iv. Tanzania: $18,000

b. Wine Tasting 2019 proceeds have been distributed

7. New member roll was taken by Lindley

a. Please let us know if you’d like to participate in the Wine Tasting – Our largest chapter fundraiser of the year

8. Conner McCasland Social Media Update

a. Work has been performed on the chapter website and the Instagram

i. Both will look new going forward

9. Jake Adamson Wine Tasting Update

a. The Wine Tasting will likely be held in June

b. The first meeting was held this evening at the Pioneer across the street

10. December fundraising suggestion – John Jankousky

a. Can we make a campaign for end of year giving to the chapter?

b. We have an email template in place for asking for donations
c. Let’s grab the link to the EWB Denver Professional Chapter Classy donation page and include it in the email, then send it out to the entirety of the EWB Listserv (~600 recipients)

d. Everyone is encouraged to forward the email to friends and family

11. Project Updates
   a. Ecuador
      i. John is selling polo shirts from HQ
      ii. Next project meeting will be 1/17 downstairs here in the Ritchie building
      iii. John’s account from a recent trip
   b. Tanzania
      i. Project summary
      ii. Currently fundraising to have a return trip to Mwanza in summer 2020
   c. Madagascar - New Project Search
      i. A clean water project search is underway for a community in Africa
      ii. EWB HQ has a number of projects in the system
      iii. Looking for a Responsible Engineer In Charge
         1. Requires experience in well and water systems

12. Next meeting:
   a. Tuesday January 14th
   b. Happy Holidays everyone

13. Project breakouts

14. Pioneer to follow the meeting for food and drinks