

**St. Paul Smart Trips Board of Directors Meeting Minutes
December 15, 2011**

Present: Iosso, Mann, Jamison, Flynn, Morrison, Stark, Nimmer, Lucas, Christiansen, Schwartz

Absent: Barbeau, Dallman

Staff: Treat, Heer-Forsberg, Goebel, Pachuta

Call to order: 8:05 a.m.

I. Approval of August Minutes and Disclosure of Conflicts

Treat advised that the disclosure of conflicts is a new agenda item that will be added to each meeting. Read the definition of conflict of interest from the bylaws.

Nimmer motioned to approve agenda; Stark 2nd. Motion carried.

Stark motioned to approve Minutes; Jameson 2nd. Motion carried.

II. Financial Report

Looking for acceptance of both October and November financials. \$50,000 cash in reserve. Local match is a bit less than required for contract, but we are on track to reach \$38,xxx required for the year.

Treat reported on Give to the Max campaign. Slightly less money this year, but we did not receive the \$1000 contribution we received last year. Stats. 31 people who gave in 2010 and not in 2011. Little more than \$2000 received.

Jameson reported that we are still owed Sept. and Oct CMAQ funding. Cash reserves reflect the situation if we had received those funds.

Nimmer moved to accept financials, Iosso 2nd, Motion carried.

2012 Budget

Budget is substantially more than 2011 budget. Includes additional CMAQ funding. DERO Zap program in kind, 35,000 100% rideshare money – will generate in kind, \$115,000 of BWTC money that doesn't count toward local match. \$30,000 needs to be raised for local match. Morrison asked about TDM program charges for employers, Treat reported this will be worked on in 2012 with TMO partners. Consulting in GO is for frogtown. Events, EO for ZAP and GO for frogtown. Incentives, EO for ZAP and GO for frogtown. Materials EO for ZAP and GO for frogtown.

Iosso suggested a grants sub committee. Jameson stated that full board participation would be ideal.

Nimmer move to adopt budget, Stark 2nd, motion carried.

Discussion on city funding sources

III. Chair Report

Resolution for charitable org report

Charitable org report goes along with 990. Charitable org report is for 2010 fiscal year. Conflict of interest came from charitable org report. Checklist of items for nonprofits.

Resolution is authorizing ED and Treasurer to execute charitable org report.

Lucas motion to adopt this resolution, Stark 2nd. Motion carried

Candidates for vacant board seat.

Discussion on one board applicant.

Rober Ed will be invited to be a part of board slate for 2012 unless another candidate sites interest.

IV. Staff Update

Neighborhood program

Pachuta updated on Frogtown project (see handout). Kitty Anderson Youth Science Center as a potential partner for the program. KAYSC focuses on community building inside the science museum, builds leaders and provides outside programming in the community in schools – paid high school youth staff. Interested in focusing on sustainable transportation. Using highschool students as the outreach mechanism – door knocking, kit building and delivery – hiring youth from the neighborhood. Coming directly through community members and not from an outside organization. Treat: 2012 would help to develop and implement the program. Crews could be involved in evaluation (potentially door knocking), sustainability of program – youth become advocates within the neighborhood, leaving behind educated advocates. Working with youth is important, youth and families, power in behavior change within families.

Funding discussion – Jameson asked if we would have to fund cost of youth salaries? Treat advised that there is some funding built into budget, but this is where synergies for grant funding come in – greater opportunities for potential funders. KAYSC may not have dedicated funding based on current model through National Science Fund. Looking at roughly \$100,000/year for funding a crew, youth salaries, crew leader and other expenses. The board directed staff to move forward with KYSAC on planning for the neighborhood program.

losso suggested moving transportation committee and NWATS update moved to next staff meeting

losso motioned to adjourn meeting; Manns 2nd. Motion carried.

Adjourn 9:32 am

Next meeting, Thursday January 26, 2012, 8 a.m.