

CCSTEM Collaborative Board Meeting Minutes
March 18, 2013
SLOCOE
5:30 – 7:30 pm

Attendees:

Present?	Board Member?	Name
Yes	X	Anne Marie Bergen
Yes	X	Seth Bush
Yes	X	Rita M. Delkeskamp
Yes	X	Patti Garrett
Yes	X	Dawn Hinchman
Yes	X	John Keller (via Skype)
Yes	X	Tanja Latimer
Yes	X	George Pudlo
Yes	X	Bryan Rebar
Yes	X	Julie Reil
Yes	X	Walt Reil
Yes	X	Pam Rickard
Yes	X	Tom Stevens
No	X	Paul Turnbull
Yes	Ex-Officio	Steve Kliewer
No	South Coordinator	Lilly Garcia
Yes	Guest/Space Information Labs	Edmund Burke
Yes	Guest/Big Sur Charter School	Parke Godar
Yes	Guest/facilitator	Delia Horwitz
Yes	Guest/grant writer	Wendy Wendt

Action List: (Who is doing what)

- A. Maker's Faire – Steve will facilitate the artwork for buttons CCSTEM members will wear. Dawn will facilitate the button making. CCSTEM pamphlets will be placed on Registration Table.
- B. Anne Marie and Dawn will facilitate a workforce panel at the next General Meeting at New Tech High on May 20th.
- C. Dawn and Walt could work on a PowerPoint. Then, Wendy could work on the “white paper” description. This information would be brought to our next Board meeting on April 15th.
- D. Walt, Julie, and possibly Jaime will organize a separate board meeting, outside of our regular Board meeting, with speaker Barry VanderKelen, to discuss non-profit status and liability insurance.
- E. Anne Marie will confirm November 18th General Meeting at Morro Bay Natural History Museum by 3/25/13.
- F. John will meet with CSLNet about our CCSTEM status by 3/28.

Motion/Resolution: (specific request for Board decision)

- A. Board members agreed to reimburse Dawn for paying for dinner for our Pub Science

presenter and wife.

Narrative: (provide information)

1. Introduction-- Steve welcomed everyone and introductions were made by all present
2. Coordinator's Report
 - a. Review Action Items from Feb. 4 Minutes:
 - 1) The 2/4/13 General meeting went well, although attendance might have been down due to the holiday.
 - 2) Pub Science was a success.
 - 3) Steve recognized Walt for continuing to build up our Resources section on our website.
 - b. Budget Update--Steve had e-mailed us the budget and said we would discuss it further in the meeting.
 - c. Mini-Grant Update--Steve reported that all Mini-Grant funds have been spent except for about \$700.
 - d. CSLNet grant—ends 3/31/13; Final report due 4/19/13; John reported Chris Roe indicated CSLNet might be willing to extend grant one to two months.
3. Steve reviewed future 2013 meeting dates and venues:

Apr 15	CCSTEM Board mtg; SLOCOE, 5:30-7:30 pm
May 20	CCSTEM General mtg; New Tech High, 5:00 pm tour; 5:30-7:00 meeting
Jun 17	CCSTEM Board mtg; SLOCOE, 5:30-7:30 pm
Jul 15	CCSTEM Board mtg; SLOCOE, 5:30-7:30 pm
Aug 19	CCSTEM General mtg; SLO Botanical Gardens, 5:00 tour, 5:30-7:00 pm meeting
Sep 16	CCSTEM Board mtg; SLOCOE, 5:30-7:30 pm
Oct 21	CCSTEM Board mtg; SLOCOE, 5:30-7:30 pm
Nov 18	CCSTEM General mtg; Anne Marie to confirm Morro Bay Natural History Museum; 5:00-7:00 pm
Dec 16	CCSTEM Board mtg; SLOCOE, 5:30-7:30 pm
4. Pub Science Update – Dawn reported that the next event will be held at the Steinberg Gallery Café on 4/24/13. There will not be an entrance/host fee; however, donations will be solicited. Presentation will be about cheese and possibly ice cream. Anne Marie shared that the following Pub Science presenter will be Tony Frazier, Cal Poly science biology lecturer and researcher. 34 tickets were sold for \$5 each at the March 6th Pub Science event. \$3 per ticket went to Creekside. With \$5 missing, the remaining \$40 was given to Julie, the Treasurer. Dawn personally paid for dinner for the speaker and his wife. Dawn and Anne Marie will attend Santa Barbara’s Pub Science on 3/25/13.
5. Maker’s Faire Update – CCSTEM participation/presence was discussed; see Action List. CCSTEM will not have a booth.
6. Grant Proposal Status – Wendy confirmed that the SLO City promotion grant application was submitted. Meeting discussion will provide additional information for Wendy on future grants regarding “who is the applicant?”. The \$6,900 grant application was submitted under the name “Science After Dark”, so the events will be called “Science After Dark Presents Pub Science”. The SLO Children’s Museum will be the fiscal agent. Seth reported that his Department Chairman has submitted an application for \$500 to ACS to support Pub Science activities.

7. Board member Paul Turnbull has, according to John, moved to Hawaii and is willing to give up his board position. Walt suggested asking Jaime Foster to serve.

8. What's next?

a. How will we make CCSTEM North viable and active after CSLNet grant ends?

Ideas included the following:

- 1) Operate within larger organizations such as SLOCOE & Cal Poly.
- 2) Continue small projects/events, website, and partnerships
- 3) Continue increasing our membership
- 4) Connect with other organizations doing similar work
- 5) Connect with large and small businesses for funds
- 6) Continue to apply for grants and also provide mini-grants
- 7) STANDARDIZE THE MESSAGE: Create CCSTEM story, in writing.

Tell same story to partners (on website, in newspapers, to members, the public, donors, etc. Wendy offered to write language; someone else would integrate graphics. A PowerPoint should also be developed for presentations members might make. Include possible benefits for partners.

b. What should the remaining CSLNet grant funds be allocated for?

Ideas included the following:

- 1) \$500-\$1,000 by May 11th for Maker's Faire
- 2) \$1,500 by May 1st for Dawn to attend the June 17th-19th U.S. News STEM Solutions Conference in Texas to build collaboration and increase visibility
- 3) \$584 reimbursement for Anne Marie Bergen for attendance at 2012 STEM Conference (per John, this is to be covered by CSLNet)
- 4) \$1,500 for Wendy Wendt for work accomplished and future work on a PG&E grant application and writing of CCSTEM story.
- 5) \$? for CCSTEM marketing materials and printing, i.e. buttons for Maker's Faire
- 6) \$ to continue Collaboration Soup facilitation
- 7) \$1,780 for fees, insurance, and checks to establish CCSTEM non-profit status within the next couple of months
(Group agreed to dedicate a future meeting to discuss only item #7.)

9. Closing Comments about What Worked Tonight:

- a. We're committed to continuing our work.
- b. Decision to "tell our story."
- c. Ideas for viability and self-sustainment
- d. "Rumors of (our organization's) death are greatly exaggerated."
- e. Clarity about our group's commitment
- f. Great exchange of information
- g. Guest, Parke Godar, said we were a "highly functional" group
- h. Great facilitation, Delia!
- i. Gold Star for Steve!

Request: (ask for assistance, ideas, or input) – Seth requested information of CCSTEM's tax status if we become affiliated with another organization, such as SLOCOE or Cal Poly.

BRAINSTORM OF HOW TO MAKE CCSTEM VIABLE AND ACTIVE BEYOND THE CURRENT CSLNET GRANT

1. Get grants to do projects.
2. Become part of larger organization (SLOCOE, Cal Poly, other)
3. Larger institutions help - SLOCOE will have more staff, so Patti may be more available.
4. Pursue public visible activities and get press for them.
5. Cal Poly may help with \$3-\$5,000 for admin./clerical coordination
6. Bring more people together expand our base
7. Facilitate partnerships, partner with collaborators
8. Add more people to the Board - Rita has talked with Carl Bloom, Los Osos Middle School (instituting STEAM program) Principal, to replace her as she is moving back into teaching, and he is willing.
9. Keep operations going - we have volunteers who are doing things.
10. Need funds to support website and operating expense.
11. Revisit asset mapping goal - Pam thought maybe talk to Exxon about funding this or other projects
12. Focus on smaller projects and get larger institutional support or hosting
13. Be seen
14. Our Board members attend other organizations (examples: Workforce Investment Board, Economic Vitality Corp, Softec). Find out what they are doing that we can support.
15. Be recognized as the "go to" org.
16. Engage business community more aggressively - George is on Cuesta Board and will try to make more of a connection with them.
17. Leverage by having an "Executive Road Team" to go to SFO and LAX to meet with big businesses and tell our story (to Exxon, Bechtel, etc.)
18. Focus on our strengths in small things with big impact, e.g. website to connect local resources with needs.
19. Leverage what we have
20. Get big \$ for targeted items that will also fund some of the admin costs.
21. Partner on projects that are "grant" worthy.
22. Stay a diverse group and look tactically at grant opportunities where multiple members could apply.
23. Evaluate what do we need to do differently to be successful on grants.
24. Keep awarding mini-grants when we can.
25. Membership dues, maybe a small amount.
26. Fund our website.
27. Do "cheap" things or do things cheaply.
28. Keep going, keep meeting
29. Air Force STEM Center

30. Approach companies at Vandenberg when we have clear goals and our story.
31. Volunteer at no cost
32. Attend lunch-time Rotary meetings—will bring funds
33. Wendy suggested Mary Verdon to help with story
34. Strategize at next meeting specifically how to reach goals

PROPOSED FUTURE PROJECTS:

1. Arroyo Grande Living Science Day (and History)—have a CCSTEM booth at no cost to promote CCSTEM, our website, Pub Science Nights, etc.—Anne Marie, Patti, Pam and Dawn
2. Math Festivals—Patti
3. Family Science Nights—Seth
4. Annual CCSTEM Forum this fall—Steve
5. Have PG&E host a fund-raising event (provide venue, food and speaker expenses) with CCSTEM receiving funds from tickets sold—Dawn
6. Partners in Education—will take time--John
7. Asset Making—will take time—John

NEXT BOARD MEETING: April 15, 2013, 5:30-7:30 pm, SLOCOE

Rita Delkeskamp and Julie Reil