

Annual Activity Report 2006

The Annual Activity Report for 2006 is designed to increase communications with the Council and help to create Best Practices for Chapters. Chapter activity will be reviewed annually using the report. One report per chapter, please.

The report is broken up into 10 sections and has 44 questions:

- I. General Chapter Information
- II. Local Chapter Leadership
- III. Committees
- IV. Communications
- V. Programs
- VI. Public Relations
- VII. Membership Recruitment and Retention
- VIII. Organizational Excellence
- IX. Local Chapter Communication with National
- X. Best Practices

If you would prefer to fill the report out online, please see

<http://www.zoomerang.com/survey-start.zgi?p=WEB22628BPZKUG>.

I. General Chapter Information

1. Chapter Name:

U.S. Green Building Council - Colorado

2. List 2007 Chapter Board and Officers. Please also list your two regional council representatives.

(List name, email address and phone number)

Tom Hootman, Chair
Tom.Hootman@RNLDdesign.com
303.575.8537

Tim Carey, Vice-Chair
CareyT@JM.com
303.978.5157

Dana Kose, Treasurer, Director At-Large (Regional Council, Chapter Steering Committee)

Dana.Kose@Mortenson.com
720.259.4859

Jeff Pring, Secretary

Jeffrey.Pring@Aardex.com
303-327-4460

Daniele Loffreda, Director (Communications)
DGLoffreda@msn.com
917.334.7422

Peter D'Antonio, Director (Advocacy)
Peter@pcdenengineering.com
303.678.1108

Jay Griffin, Director (Collaboration)
JGriffin@norris-design.com
303.892.1166

Rick Gulick, Director (Membership)
Rick@RockyMountainFoam.com
Office: 720.366.3600

Michael Haughey, Director (Education)
MHaughey@earthlink.net
303-650-1080

Greg Borst, Director (Events)
GBorst@swinerton.com
303.423.9242, Extn 343

Conor Merrigan, Director (EGB)
Conor_Merrigan@yahoo.com
(303) 579-8808

Christy Woodward, Director At-Large
Christy.Woodward@ttemi.com
(303) 312 8890

STAFF:

Amy Jiron
Executive Director
USGBC-Colorado
PO Box 101086
303-229-9424
amy@usgbccolorado.org

3. Please state the location of any branches or if your chapter anticipates forming branches in the future.

Northern Colorado, Southern Colorado, Western Slope, Summit County

4. Please briefly list your strategic plan goals for 2006.

Please see the attached USGBC-Co 2006 1-year Business Plan

- 1-Double & Diversify Membership
- 2-Enable Green Building
- 3-Support the Success of Greenbuild
- 4-Must See Programs
- 5-Make Money/Sustain the Chapter

5. Did your chapter meet its strategic plan goals for 2006? Please explain.

We met some of our goals and continue to work towards others, please see the following chart of chapter metrics and the attached USGBC-Co 1-year Business Plan.

Key Category	2005	2006	Change
Chapter Members	211	369	+75%
USGBC Members	238	308	+30%
LEED APs	850	1100	+29%
LEED Buildings	16	28	+75%
LEED Registered	41	131	+220%
Listserv	1,467	1,864	+27%
Bank Account	\$100,500	\$199,000	+98%

II. Local Chapter Leadership

In 2006, did your chapter complete the following?

6. Ensured that all board members signed the Conflict of Interest Policy?

The USGBC Conflict of Interest Policy was adopted and endorsed by the Colorado Chapter Board of Directors as part of the Colorado Chapter By-Laws.

7. Are all Board Members and Leadership Team subscribed to the Chapter Corresponding Committee Listserv? (This is the channel for delivering Chapter Newsletters)

Yes!

8. How often do you hold board meetings (ie, once a month, once a quarter, and so forth)?

The Colorado Chapter Board of Directors meets each month on the first Monday of each month for one and a half hours. The Board of Directors meets at additional times for strategic planning and board development training.

9. What kind of training would your leadership team or Board benefit from?

Fundraising

Board Development

Membership Recruitment

Legal / Financial / Operations

Other, Please Specify:

Public speaking and presentation skills & marketing/branding

Nonprofit policy governance

Organizational management

Dynamic governance

Volunteer development & retention

Team-building & leadership training

III. Committees

10. Please list your standing committees along with their respective chairs and email/phone numbers.

Daniele Loffreda, Director (Communications)

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917.334.7422

Peter D'Antonio, Director (Advocacy)

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303.678.1108

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Conor_Merrigan@yahoo.com
(303) 579-8808

11. Does your chapter plan on forming any other committees in 2007?

The Advocacy committee was newly formed in 2006. The Events committee is back from hiatus in 2007.

IV. Communications

12. Did your chapter publish an annual report? (If your chapter is willing to share it with other chapters, please email it to chapters@usgbc.org)

The Chapter compiled information for a very basic annual financial overview.

13. How many people are on your Chapter distribution list or listserv (average number)?

1500

14. How has the number on your Chapter distribution list increased in the past year (average number)?

~25%

V. Programs

15. Number of regularly scheduled educational events (in 2006):

The Colorado Chapter hosts at least one educational event per month. Eight were held at the regularly scheduled time on the first Monday of each month in 2006. The remaining four were postponed due to Greenbuild planning and events which included educational sessions.

16. Estimate the average attendance per meeting:

Attendance at monthly meetings ranged from 30-100 people.

17. What groups, if any, have you co-sponsored or affiliated with?

The Colorado Chapter held programs with the International Interior Design Association, the Transit Alliance, Boulder Green Building Guild, American Society of Landscape Architects, AIA, Colorado State University's Institute for the Built Environment, State of Colorado Office of Energy Management and Conservation, Association of Energy Engineers, GreenDrinks.

18. Number of LEED Workshops and modules hosted (in 2006):

Colorado hosted 19 LEED workshops as part of the Teton Green Building conference and Greenbuild Denver.

19. Please list addition types of educational programming your chapter offered (significant event or program the chapter coordinated):

The Colorado Chapter organized free LEED sessions geared around each section of LEED-NC 2.1 and organized an informal exam study group. The Chapter organized three half-day pre-Greenbuild local green building workshops. We planned three member gatherings (Summer Send-Off, Volunteers Thank-you Party and Holiday party) and sponsored monthly GreenDrinks.

VI. Public Relations

In 2006, did your chapter complete the following?

20. Submitted meeting notices and/or press releases to the local media?

Articles were published in McGraw Hill's Colorado Construction, the Colorado Real Estate Journal and 5280 magazine. Plus, we are a sustaining partner for a new regional magazine.

21. Wrote articles for local business publications?

We are proud of *Colorado Building Green*, our monthly newsletter which highlights local LEED buildings and green leaders, provides LEED updates, distributes Chapter news and other relevant local green building information. Please check it out:
<http://chapters.usgbc.org/colorado/newsletter.html>.

22. Advertised in local business publication?

Yes, the Colorado Real Estate Journal, local McGraw Hill publications, and GreenSource.

23. Developed a promotional brochure about the local chapter and/or green building?

We have developed several brochures: for our 100 Friends, for potential volunteers and for our website. We are also developing a media kit.

24. Appointed a chapter media spokesperson?

The Communications Director is our official media spokesperson along with our Executive Director and Chapter Chairperson as backups.

25. Ever sent a representative to Media Training (not just in 2005)?

Four Colorado Chapter Board directors, our Executive Director and thirteen other chapter volunteers participated in media training in 2005.

26. Ever sent a representative to Advocacy Training (not just in 2005)?

One Board Director, our Executive Director and two other chapter volunteers participated in advocacy training in 2005.

27. Briefly describe what kind of advocacy activity, if any, your chapter participated in:

The Colorado Chapter supported a green building resolution in the state legislature and Gubernatorial Executive Order requiring LEED for state buildings. In 2006, we are supporting energy efficiency legislation and a bill requiring LEED-Gold for all state-funded buildings over 5000 sq. ft. We endorsed a Memorandum of Understanding on Energy Efficiency and Conservation between 38 local Mayors and municipalities. Additionally, several municipalities and organizations adopted policies requiring LEED certifications for new buildings (University of Colorado, Colorado College, City of Denver, City of Longmont, City of Erie).

28. Has your area had any notable local legislative advances regarding green building?

See above.

29. Please indicate if you are aware that your state or local government is planning to pursue any type of green building initiative, i.e. executive order, legislation, regulation, etc. in 2007.

The Colorado General Assembly is considering a bill requiring all buildings receiving more than 25% of state funding and greater than 5000 sq. ft. to become LEED certified at the gold level. The General Assembly will also consider mandating that the International Energy Conservation Code be adopted by all state municipalities.

VII. Membership Recruitment and Retention

In 2006, did your chapter complete the following?

30. Increased chapter membership over the previous year?

The Colorado Chapter membership grew from 269-311 from 2005 to 2006, see the chart on page 3, part I, number 5.

31. Conducted new member recruitment campaign?

We held a special members-only meeting and were/are developing new member benefits along with a postcard campaign.

32. Hosted an annual social event?

The Chapter hosted two social events in 2006, a Summer Send-Off and Holiday Party.

33. Does your Chapter actively engage Emerging Green Builders? If so, please describe your outreach efforts.

The Colorado Chapter supports and engages EGBers through ongoing financial support. EGB representatives participate in all Board meetings and chapter planning activities. The Chapter supported the Natural Talent Design Competition by hosting the competition at a monthly program and announcing the winners in our monthly newsletter and at our summer social gathering. In 2007, the Chapter amended its by-laws to create a voting Director position for an EGB representative.

VIII. Organizational Excellence

In 2006, did your chapter complete the following?

34. Prepared an annual budget for the chapter's fiscal year?

The Chapter developed an annual budget to match the Chapter 2006 business plan, we far exceeded our budgetary goals.

35. Is your chapter incorporated?

The Colorado Chapter is a nonprofit corporation in the State of Colorado.

36. Is your chapter tax-exempt (501c3)?

Yes

37. Applied for or received a grant?

The Chapter has applied for and received two grants: the chapter challenge grant and an Xcel Energy Foundation grant for the first green schools program in Colorado.

38. Does your chapter currently have general liability insurance?

Yes

39. Does your chapter currently have Directors and Officers insurance?

Yes

40. What groups have sponsored your chapter? Briefly describe the kind of sponsorship you received in 2006.

We have received sponsorship through our 100 Friends campaign; please see our website at www.usgbccolorado.org. Additionally we have received money from Steelcase (program catering), Colorado State University (program catering), the Governor's Office of Energy Management and Conservation (website, LEED project database development, LEED research and reports), SlaterPaul Architects (administrative, conference room, copies, internet, fax, etc.), Mercury LDO (printing), Ken's Reproduction (printing) and Aardex (conference calling).

IX. Local Chapter Communication with National

In 2006, did your chapter complete the following?

41. Invited local USGBC Board Member or chapter leader to attend/speak at local chapter meeting or events?

Our Directors are invited to attend and speak at every chapter meeting. Several Directors have presented LEED plaques, introduced speakers and represented the Chapter at parties and events.

42. Invited USGBC Chapter staff to attend/speak at local chapter meetings or events?

The Colorado Chapter invited Kris Prendergast to conduct Board Development training. We would love for USGBC Chapter staff to speak at chapter events and were not aware that this was an option.

43. Maintained continuous two-way communication with USGBC Chapter staff?

Our Executive Director and Chapter leadership receive and respond to communications from USGBC Chapter staff, subscribe to the Chapter newsletter and participate in monthly webinars.

X. Best Practices

44. Please describe any highlights or significant achievements from 2006 that you would like to share with other chapters as a best practice. Feel free to submit any documents on your

The Colorado Chapter is especially proud to have successfully hosted Greenbuild 2006. A diverse group of individuals worked together for more than two years as part of the Greenbuild Host Committee.

Thank you for taking the time to fill out the Annual Activity Report for 2006. If you have any questions please feel free to contact chapters@usgbc.org.