

**SUFC Steering Committee Meeting Summary
December 14, 2011**

Participating: Steve Sinclair, Don Winsett, Jennifer Hinrichs, Alice Ewen, Dan Lambe, Carrie Gallagher (post-meeting debrief and consult)

Steering Committee Decisions:

1. Support new membership requests by Water Environment Federation and The Nature Conservancy.
2. Committee endorsement of the Vibrant Cities (VC) Recommendations/Report. Committee will issue recommendation to endorse by full SUFC membership vote and call-to-action.
3. Committee seeks further SUFC discussion re: role of SUFC to facilitate action and coordinated activities linked to VC Recommendations.
4. Committee consensus around natural role SUFC can play in expanded strategic communications/strategic advancement effort with VC initiative: Getting recommendations out to targeted audiences, setting up meetings with strategic audiences (such as private sector, foundations, other gov't agencies etc.), facilitating dialogue around specific recommendations, facilitate broad (not prioritized) support of report. Strategic communications and "cultivation of recommendations", not generic PR is the goal.
5. Committee continues to be strongly in favor of Strategic Partnership but additional discussion is needed around creating tiered levels of support/access to SUFC as well as the value of that access (\$2,000 vs. \$10,000 or somewhere in between) for top tier support.

Action Items:

- Jennifer to draft initial language of support for VC endorsement by SUFC. Will circulate for comments/edits. Distribute for review and vote by 12/20 (in order to get vote/endorsement back by early January).
- Jennifer to continue dialogue with individual Steering Committee members re: Strategic Partnership (ranging from what "access" looks like for corporate partners at top-tier level to minimal access/affiliation with low-level contribution). Revise materials accordingly.
- ALL Steering Committee members: Promptly review revised materials issued by Jennifer and return feedback to Jennifer and/or group.
- Jennifer to set up call with Larry Wiseman/NUCFAC, Don and Jennifer to discuss interest and role of NUCFAC as potential collaborator and funding source for expanded SUFC role in VC.
- Jennifer to pull together short-term "Vibrant Cities Action Committee" to review opportunities to help transition VC from report to "action" and propose role for SUFC (see #3 and #4 above) as a collective entity and catalyst for individual SUFC members+. Committee would tap expertise, creativity and action-oriented focus of Coalition to draft outline of a plan/SOW (elements to include goals, capacity/needs, budget, technology tools, contributions from SUFC member groups etc.).