

USGBC Meeting Minutes

Meeting Date: February 7th, 2013

Time: 7- 8:35

Previous Minutes: Corrections: Jill Robinson's attendance= 2 out of 3

ROSTER:

Members:	Title	Attendance and Number of meetings attended in 2013	Email
John Pietroniro	Chair	Yes 3 out of 3	john.prg@comcast.net
Hillary Gaynor	Vice Chair	Yes 3 out of 3	hillary.gaynor@beangroup.com
Ed Gagnon	Treasurer	Yes 2 out of 3	edward.f.gagnon@baesystems.com
Jeff Bennett	Responsible Director of Education	Yes 3 out of 3	jbennett@brusscon.com
Mark Goldstein	Responsible Director for Nominating	Yes 3 out of 3	markg@milestoneengcon.com
Gretchen Young	Secretary	Yes 3 out of 3	gretchenyoung6@gmail.com
Jay Purcell	Responsible Director for Value	Yes 1 out of 3	jpurcell@myfairpoint.net
Jill Robinson		Yes 2 out of 3	jrobinson@exeter.edu
Karena Sisco		Yes 3 out of 3	ksisco@brharch.com
Guests:			
Anne Scala	Recording Secretary	Yes	anne.scala1@gmail.com
Rick Smith	Board Counsel	Yes	smith@bernsteinshur.com
Ken Weston	Communications Chair	No	

MINUTES:

#	Item	Outcome
	Committee Chair John Pietroniro called the meeting to order at 7pm	
1	Conflicts of Interest- None	Done
2	Next Meeting: March 7, 2013	Done
3	Opening Round	Done
4	Quorum Check – 9 present out of 9 total members; 5 required for Quorum.	Done
5	Approval of Previous Minutes · January 10th, 2013	Done

6	<p>Strategic Plan Working Group Reports</p> <ul style="list-style-type: none"> - Time and Place Place: Phillips Exeter Academy is the tentative location Time: 9:30- 3:30 - Planning Committee <ul style="list-style-type: none"> - <i>Membership invite</i>- send out an email blast plus a registration form to be able to receive a headcount for the event - <i>Webpage update</i> - <i>Focus topics for Lisa</i> - - 2012 was a good year where we created bylaws, creating 2013 to be a cleaner slate, focus on education and setting goals, membership and getting more visible. - - Participation form: Categories--- membership, green building gate way, LEED V4, LEED project based learning, state and local advocacy, diversity and engagement, school specific training and opportunities, green apple day of service, volunteer development, (everything in bold are the areas of focus) - - Areas for Strategic Planning- Short term specific tasks: <ul style="list-style-type: none"> - - Membership and programs with the connection between them and a process to be able to update these systems. BACK TO BASICS! Events can have a basic system to always follow. - - Make people view LEED a different way, connect people to programs and education, more of a resource, focus on the benefits of being a member. - - Education needs to help with continuing ed plus help new professionals get into the business, this will provide a service for members and hope to attract new members - - Targeted outreach- getting together with other groups - - Need guidance on how everyone can undertake the tasks together, overlap the topics 	Done
7	<p>Treasure's Report- send as email for overview</p>	Done
8	<p>Chapter Alignment Form due Feb 8</p> <ul style="list-style-type: none"> - John will forward the selections 	Done
9	<p>Chapter Needs Call with National Feb 8</p> <ul style="list-style-type: none"> - Present: New market brief for NH, Membership Management, Timeline for 2013 (elections, annual report etc.), Possibly have them pay for a webex, community college system initiative. 	Done
10	<p>Chapter Annual Report due Feb 15</p> <ul style="list-style-type: none"> - Input needed from finance, membership, & programs committees 	Done
11	<p>Upper Northeast Regional Committee</p> <ul style="list-style-type: none"> - Election/Appointment of Regional Representatives - Drop-in Calls: occur the 2nd Friday of each month at noon. - Leadership Summit: April 18-19th in Rhode Island 	Done

12	Committee Reports: Governance- Rick and John Programs- Membership- Hillary Nominating- Mark Finance- Ed Education- Jeff B. Communication- Ed Advocacy- Fundraising-	
12	Other Business	N/A
13	Closing Rounds	Done
14	Next Meeting: Face-to-Face Meeting Milestone Engineering & Construction 1 Horseshoe Pond Lane Concord, NH March 7, 2013 6:30 - 8:30pm Call in number: 218-339-4300 x780744#	