

USGBC (draft)

Meeting Date: April 12, 2012

Time: 6:30- 8:38 pm

Minutes approved: not yet approved

ROSTER:

Members:	Title	Attendance and Number of meetings attended in 2012	Email
John Pietroniro	Chair	Yes 4 out of 4	john.prg@comcast.net
Hillary Gaynor	Vice Chair	No 3 out of 4	hillary.gaynor@beangroup.com
Ed Gagnon	Treasurer	No 3 out of 4	edward.f.gagnon@baesystems.com
Jeff Bennett	Secretary Responsible Director of Education	Yes 4 out of 4	jbennett@brusscon.com
Mark Goldstein	Responsible Director for Nominating	Yes 4 out of 4	markg@milestoneengcon.com
Joe Persechino	Responsible Director for Advocacy	No 3 out of 4	jmpersechino@tighebond.com
Jay Purcell	Responsible Director for Value	Yes 2 out of 4	jpurcell@myfairpoint.net
Mike Davey	Responsible Director for Programs	Yes 3 out of 4	mdavey@eeiservices.com
Jeff Hiatt	Responsible Director for Fundraising	No 2 out of 4	jhiatt@revenuebanking.com
Guests:			
Anne Scala	Recording Secretary	Yes	anne.scala1@gmail.com
Rick Smith	Board Counsel	No	
Ken Weston	Communications Chair	Yes	

MINUTES:

#	Item	Outcome
	Committee Chair John Pietroniro called the meeting to order at 6:30pm	
1	Conflicts of Interest	Done
2	Next Meeting: May 10 th , 2012 at 6:30 Face to Face	Done
3	Opening Round	Done
4	Quorum Check – 5 present out of 9 total members; 5 required for Quorum.	Done
5	Approval of Previous Minutes <ul style="list-style-type: none"> • <u>March 8th, 2012</u> • <u>List all Board members, present or absent, each month</u> • <u>Add cumulative attendance column</u> • <u>Item 9 – Budget 2012 – Correct Proposed Net Revenue amount to \$4,684.</u> 	Approved

	<p>Proposals:</p> <p>1. Send a letter of support for the Smart Energy Act- Joe Persechino -Table due to Joe being absent</p> <p>2. Add LEED Credential breakout on member directory- John Pietroniro -Contact members and change on the website the yes or no question regarding LEED AP. Ken to see what is involved to break out the credential types. Contact members to update profiles and fill in incomplete fields</p> <p>3. "Yammer" -A website that is uploading a weekly report for LEED projects sorted by each state John to forward sample report to Ken and confirm who will have access</p>	6	Done
	<p>Upper Northeast Regional Committee- John P.</p> <p>1. Leadership Summit Update- John P.</p> <p>There are up to four \$70 registration scholarships available, preferably to be awarded to student members.</p> <p>2. Opening for Regional Representative</p>	7	Done
	<p>Chapter/Regional Task force for Regionalization- John P.</p> <ul style="list-style-type: none"> • The chapter had to create priority zones in each state. • Emily Alvarez has worked on a map that collects data of wildlife areas, brown areas etc. • 4 zones were created and 6 credits for each zone • Joe Perry expressed interest in helping in the next phase, determining priority credits for the zones. 	8	Done
	<p>LEED 2012 Rollout and Timeline- John P.</p> <p>Ballot opt in for members in good standing can opt in to be able to vote on the 2012 Ballot. Opt in period closes May 1, 2012.</p>	9	Done
	<p>Attendance Requirements- John P.</p> <ol style="list-style-type: none"> 1. Update on attendance to date- Jeff Bennett 1Must attend 10 out of the 12 calls/meetings 2. Reminder of Bylaws and Board Commitment Letter -If you miss 3 consecutive meetings, then you are removed from the board 	10	Done
	<p>Committee Reports:</p> <p>Governance- Rick and John - compare New Hampshire Chapter to the New York and Maine Chapters - Submit the comments and observations to the board then send out to National - Refer to Bylaws as a Policy ManualApproach is to keep Bylaws simple and refer to the Policy Manual for detailed procedures. The Policy Manual can more easily be updated as circumstances dictate.</p> <p>Programs- Mike Davey - Annual Meeting- create a scholarship that can be open to board members who are students (an essay competition) - -Next Green building tour- Lakes Regional College and Residential Energy Program, possible venues could be NH Tech or Lakes Regional College (great way to bring in students)</p> <p>Membership- Hilary - Children's Museum Event in Dover coming up - Great ideas for contacting members for volunteers - Advertisement Proposal and model- take this under advisement</p>	11	Done

	<p>Nominating- Mark</p> <ul style="list-style-type: none"> - Started a spreadsheet and list of different companies and people who will be good candidates - Asked people who are members who they think would be a good candidate <p>Finance- Ed</p> <p><u>Treasurer's report was submitted with Cashflow update through April 10, 2012.</u></p> <p>Education- Jeff B.</p> <ul style="list-style-type: none"> - Granted a one year license to be an education delivery partner which allows us the opportunity to receive curriculum <u>developed by USGBC</u> - We would have to hire an instructor and then provide venue and marketing for the workshop. We can charge a fee and the attendees get the credits. - <u>Courses have approved CEU's for credential maintenance, and the credits are uploaded directly to GBCI from the attendance roster.</u> <p>Communication- Ed</p> <p><u>Ken submitted a monthly report for the Communicaitons Committee. Newsletter draft completed and ready to be posted.</u></p> <p>Advocacy- Joe</p>	
12	Other Business	Not Discussed
13	Closing Rounds	
14	Next Meeting is Face to Face at Milestone Engineering in Concord, NH: May 10 th , 2012 6:30 -8:00pm Call in number: <u>218-339-4300 x780744#</u>	