

Tuesday July 18th 1:00pm- 3:00pm

Board Meeting Minutes

Time: 1:00 pm **Web link:** <https://global.gotomeeting.com/join/122221509>

Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

Dial +1 (805) 309-0033

Access Code: 122-221-509

Audio PIN: Shown after joining the meeting

Meeting ID: 122-221-509

- ❖ Roll call: Tony Lisanti, Peter Hubbe, Jenn Parsons, Frank Swol, Doug McCleery, Emelie Cuppernell, Bruce Bennett, Mark Newey, Mike Browne, Betsy Ames
 - Present (quorum = 5): Betsy Ames, Emelie Cuppernell, Doug McCleery, Peter Hubbe, Frank Swol (Late)
 - Absent: Tony Lisanti (vacation), Bruce Bennet (conflict), Mike Browne, Jenn Parsons, Mark Newey

- ❖ **Announcement/Reminder**
 - Betsy will be away from July 25-31 and Aug 28- Sept 1
 - Jenn accepting new position with National Grid, may not be able to continue on Board
 - Info on this?
 - Sent a box of NEHERS items to Betsy
Emailing
 - Mark last month with NEHERS – October
 1. Ask Mark if someone at CET can take his place – Emelie will ask Mark
 2. Ask Rick Wertheim if he is still interested – Emelie will email Rick if we don't hear of a CET candidate by July 7th
 3. Email all other providers

 - Chris Mazzola Conference support?
 - Trying to go to code official conference
 - Related to NEHERS doing a webinar to code officials
 - Openings for presenters at the conference
 - Chris could go and present at New England October 2-4
 - Address ERI and HERS compliance

Chris Mazzola – petitioned to get on board, did not get voted in

- Home Energy Raters (formerly Bruce Torey) big HERS Rating Company in the cape
- Peter H thinks it's a reasonable idea
- What does NEHERS get out of this? Is this repeatable curriculum? How is NEHERS represented? Can we review beforehand?
- CM developed 6 session ICC training course for code officials

Have training committee come up with suggestion

- How much should NEHERS contribute?

- What is the value to NEHERS?
- Do we approve of the curriculum?
- This happens all the time and NEHERS does not provide any monetary support

❖ **Secretary's Report (Jenn Parsons?)**

- Approval of Minutes
 - June
 - Emelie made a motion to approve, Doug seconded, 4 favor, none opposed, one abstention (Mark)

❖ **Treasurer's Report (Mark Newey?)**

- New Bank Account
- Financial update
 - Accounts Payable Mark made a motion to approve \$2,560.00 for June, seconded by Frank, all in favor, none opposed
 - Compilation Report
 - We need a new debit card in Betsy's name. She is currently using Jenn's card.
 - Mark is not sure if he has the ability to get a new one. Mark will call to find out process forward.- any update??
 - Still on marks schedule

Running low on checks for peoples united

We have an account at chase, we don't have a checkbook for chase

- Does Betsy have checks for chase?
- We want to transfer checking at peoples united to our chase checking account
 - The next treasurer could be a signer at chase
 - Mark closes peoples united and sends the check to chase
 - We don't know who is an authorized signer at chase
 - Betsy will call chase and figure out who is authorized signer
 - We will need to move some automatic payments back to chase
- Mark N is not an authorized signer with chase (he thinks)

New Board Member

From the By-laws:

For officers:

“Vacancies. A vacancy in any office because of death, resignation, removal, disqualification, or otherwise, may be filled by a majority vote by members of the Board of Directors for the unexpired portion of the term.”

For Board Members:

“Vacancies. If a vacancy occurs on the Board for any reason, the position may be filled by the Board (preferably with a Member from the same membership category) until the next annual election, at which time the person filling the vacancy may be eligible for nomination as a candidate to stand for election for

the remainder of the term of such position, if any. Service to fill a vacant position on the Board with a term remaining of less than one year shall not count toward the limitations on eligibility to serve as a Director.”

Need someone by October 2017 to serve remaining term October 2017 – December 2018

Treasurer Responsibilities:

- Half to full day/month depending
- Needs to happen on a schedule and not something that can slide
 - Review monthly invoices and paying checks (2-3hours/month)
 - Follow up and related communications (2 hours)
 - Executive Committee meeting (1 hour)
 - Random card and account management (1-2 hours?)

Committee	Board Member	1st year of term	Term expires	Category
President, Membership and Communications Committee	Cuppernell, Emelie	2013	dec 2018	Training Provider
Vice President	Lisanti, Tony	2013	dec 2017	Rater
Treasurer	Newey, Mark	2015	dec 2018	Rating Provider
Secretary	Parsons, Jennifer	2013	dec 2017	Program
Training Management	Bennett, Bruce	2013	dec 2018	Rating Provider
Manual Committee	Browne, Mike	2011	dec 2018	Rating Provider
Standards Committee	McCleery, Doug	2014	dec 2017	Rating Provider
Professional Development, Standards Committee	Swol, Frank	2014	dec 2017	Rating Provider
Codes Committee	Hubbe, Peter	2015	dec 2018	Program

At least 5 Provider

Rater

Training Provider

Program

Associate

We need one associate member (individual or sponsor) and one provider slot ASAP

Emelie emailing associate members requesting board member

❖ **Standards Committee (Doug McCleery, Frank Swol)**

- Update
- Doug sending an email to Betsy to notify all members about the new UEF
- Discussed UEF, no action to take at the moment, waiting for software update
- Constant updates that change calculations are super frustrating and difficult to stay on top of!
 - Who could we make this comment?

- On the fly updates are challenging, particularly when it is technical
 - This creates inconsistency
 - Code has regular changes so you know what version you're on
 - Constant changes on the fly does not promote consistency
- Provide feedback to Laurel Elam, Scott Doyle, and the Standard Management Board

❖ **Training Management (*Bruce Bennett*)**

- Spring Training
 - Profit Report
 - profit of \$2172.54
 - Online (PSD) May 1st - May 12th
 - Classroom/Field (BER) May 15th – 9th, Fitchburg
- Fall Training
 - Sept 11-22 online(PSD)/ Oct 2-6 classroom in Manchester, NH(PSD)
 - Current Registrants: 0
 - Deadline for final registration for training got bumped up a week to August 22nd
- Winter 2018 classroom training awarded to the BER, dates and location in process.
- Spring 2018 RFP will go out next month.
- Online training RFP going out this Fall
- SIM practical test – On Hold until further notice
 - August 1st proctoring still on – Anthony Fornuto with EverSource is frustrated about us canceling
- Potential Code Official Training
 - Next Step:
 - Bruce will contact Bill Nash.
 - Then an NEHERS meeting will be set up between the Codes and Training Committee members
 - Peter Harding is following up with NEBOEA
- Owning our own curriculum- discussed at the last meeting, committee will be looking into the specifics of how much curriculum is involved in the classroom portion of the training

❖ **Manual (*Mike Browne*)**

- Follow up on cost of manuals, printing & assembly and other possible options or pricing structure?
- Looking to get a parallel section in the manual for Ekotrope by Ekotrope for free

❖ **Professional Development (*Frank*)**

- ~~January—No Webinar~~
- ~~February 8th 3-5pm—RESNET Practical Simulation Exam Prep and Overview~~
- ~~March 8th 3:30-5pm (Jen)—Brief overview of Programs throughout NE-~~
- ~~April—April 5th Practical Simulation~~
 - ~~April 12th Peter Hubbe—Smart Devices~~

- May 24th—Liang Gwee, Owens Corning Insulating Systems, LLC
- June 29th—[Grade I Insulation Installation: Why Builders Should Care](#)—with Jordan Doria of [NAIMA/Insulation Institute](#)
- July 19th – [Impact of Moisture Infiltration and Ventilation in the Northeast](#) - with Doug McCleery of [MaGrann Associates](#)
- August – Skip
- September – Bruce Bennett? Is there a plan?
- October – Mike Browne – some sort of prelude to the GreenBuild conference
- November – Tony Lisanti
 - Kevin Rose – Energy Codes and Zero Energy Buildings (RESNET)
 - Kevin Rose not reachable – contact info?
 - Other idea?
- December – Meet the Candidate
- Other Ideas:
 - RESNET MF SC (late 2017)
 - (BER?) Phius? Duct testing?
 - Bill Sphoon said he would do another one
 - NEHERS Survey on NE Programs – PSD

❖ **Membership/Communications (*Emelie*)**

- JMC – letters resent for 2017 – funds in process
 - Peter made request but did not hear anything back
- Betsy completed Program updates on the website
- Sending letters to participants of March webinar with new fee structure now that updates are done
- Fee Structure 😊 😊 😊
 - Suggested donation based on \$0.80 per rating or the 4 tiers of membership:
 - Bronze (\$500-\$1,000), Silver (\$1,000-\$2,500), Gold (\$2,500-\$5,000), Platinum (\$5,000+).
- July will send half-off renewal letters.

How do we specify that the manual is a benefit to programs?

PLEASE Review the “Why NEHERS Page” <http://www.nehers.org/why-nehers>

- 1) We have the NEHERS Manual
- 2) We are up to date on RESNET Standards and provide feedback to RESNET on Standards (Standards Committee)
- 3) Highlight membership

❖ **Energy Code Committee (*Peter Hubbe*)**

- Update
- No meeting

❖ **Other Business**

- Political Climate

- Nominations Committee Soon
 - Tony Lisanti and Jenn Parsons roles are up for election.
 - Doug and Frank are allowed to re-run.
 - We need to find 4 candidates for these slots.

Motion to adjourn 3:07pm seconded by everybody