

## Meeting Logistics & Information

<b>Date</b>	Tuesday – January 16, 2018	<b>Attendees</b>
<b>Time</b>	1:00 – 3:00 PM	Tony Lisanti, Frank Swol, Doug McCleery, Emelie Cuppernell, Bruce Bennett, Mike Browne, Betsy Ames, Nick Jones
<b>Meeting Type</b>	NEHERS Alliance – Board Meeting	<b>Non-Attendees</b>
<b>Facilitator</b>	Emelie Cuppernell	Scott Vegeberg, Rick Wertheim, Peter Hubbe
<b>Web Link</b>	<a href="https://global.gotomeeting.com/join/122221509">https://global.gotomeeting.com/join/122221509</a>	<b>Special Guests</b>
		None

## Meeting Motions

<b>Motion #</b>	<b>Description</b>	<b>Motion Movement</b>	<b>Favor/Oppose/Abstain/Absent</b>
1	Motion to approve of slate of committee leads	Varies (See <i>Table 1</i> )	Varies (See <i>Table 1</i> )
2	Motion to approve of December Board minutes	Moved by Nick Jones Seconded by Frank Swol	7/0/0/4
3	Motion to approve accounts payable for month of December	Moved by Frank Swol Seconded by Tony Lisanti	7/0/0/4
4	Motion to adjourn meeting	Moved by Frank Swol Seconded by Emelie Cuppernell	7/0/0/4

## Discussion

### Announcements/Reminders:

- **Announcements** – No new announcements

### Director Elections

- Executive Committee met to talk about different positions and different committees
  - ❖ **Motion 1:** Motion to vote on and approve of new slate of committee leads
- **Committee/Steering Committee Results (Table 1)**

Position	Nominee	Moved	Second	Election Results (Fav/Opp/Obs/Abs)
President	Frank Swol	E.C.	D.M.	8/0/0/3
Vice President	Emelie Cuppernell	E.C.	N.J.	8/0/0/3
Secretary	Doug McCleery	E.C.	F.S.	8/0/0/3
Treasurer	Nick Jones	E.C.	F.S.	8/0/0/3
Training Committee Chair	Bruce Bennett	E.C.	F.S.	8/0/0/3
Manual Committee Chair	Mike Browne	E.C.	D.M.	8/0/0/3
Standards Committee Chair	Doug McCleery (Co-Chair) Mike Browne (Co-Chair)	E.C.	N.J.	8/0/0/3
Code Committee Chair	Peter Hubbe	E.C.	D.M.	8/0/0/3
Membership Committee Chair	Frank Swol	E.C.	N.J.	8/0/0/3
Professional Development Chair	Rick Wertheim (Co-Chair) Scott Vegeberg (Co-Chair)	E.C.	F.S.	8/0/0/3

**Table 1.** Committee/Steering Committee Results

### RESNET Conference Dinner

- Date: Sunday Evening (Feb 25, 7:00 PM)
  - Attending: Emelie, Frank, Tony, Mike
  - Maybe: Bruce
  - No: Doug, Nick
- Restaurant accommodations to be voted on through email by those attending
- Sending out invitations to those on the list/attendees from last year
- Sponsor
  - Getting more difficult to get sponsors
  - Limiting to one drink limit
  - Mike to ask Ekotrope for potential sponsorship
  - Transportation needs to be figured out
  - Restaurant to be figured out within the week

### Secretary's Report (Nick Jones)

- ❖ **Motion 1:** Approval of December board minutes

### Treasurer's Report (Mark Newey, Frank Swol)

- **Topic 1:** Financial update
  - December Accounts Payable
    - Few things carried over that we are working on

- ❖ **Motion 2:** Approval of December AP in the amount of \$2,160
  - Compilation report
  - Finances are getting simplified thanks to the merging of our bank accounts
  - Review of compilation report
- **Topic 2:** Closing of Old Bank Account
  - Betsy added to People's United Account – Done
  - Debit card for Betsy – Done
  - Movement of Chase money to People's United Account – Done
  - Can have up to 6 signers for account for NEHERS Alliance
    - Currently we only have 2
  - Can have only one user for online account access
- **Topic 3:** Treasurer Meeting
  - Frank, Nick, Mark & Betsy met about treasurer transition meeting
  - Nick to take on role of treasurer at subsequent meetings
- **Topic 4:** RESNET Refund Letter
  - What refunds do we offer?
    - Proctoring
    - Test Set-Up
    - Webinar

#### **Treasurer's Report (Action Items)**

- **Action Item 1:** Need to check base with RESNET to see if they are going to refund us; Need to figure out/ask what RESNET will refund us for and write letter to RESNET for refund request

#### **Standard's Committee (Doug McCleery, Rick Wertheim)**

- Update from Standard's Committee
- Timineline for issuing changes/revisions
  - Tony reached out to Steve Baden about versions/revisions and coordination with ICC

#### **Standard's Committee (Action Items)**

- **Action Item 1:** Doug to finalize comments and submit to RESNET

#### **Training Management (Bruce Bennett)**

- Winter 2018 classroom training will start Jan 22- Feb 2 for online and Feb 12-16 for the classroom in Springfield, MA. We have 1 online only and 13 full registrations.
- Spring 2018 training is set for CT. We have 1 registration.
- The committee will be following up with trainers who are members but don't bid on trainings to see what they might need in order to bid. Online RFP will go out after this information is gathered.
- One of the best sign up records to date

#### **Manual (Mike Browne)**

- Looking to get a parallel section in the manual for Ekotrope
  - Need to write software instructions for REM/Rate software instructions
  - Ekotrope made an associate member for access to manual
  - Made them an associate member for access to manual

#### **Professional Development (Frank Swol)**

- Working through training schedule for 2018
- **Tentative proposed training schedule (Table 2)**

### Professional Development – Tentative Training Schedule

Month	Training Lead	Topic
January	Emelie, Mike, Frank	ENERGY STAR® / Industry Updates
February		
March		
April		
May	Nick Jones	TBD
June	Emelie Cuppernell	TBD
July		
August		
September	Frank Swol	TBD
October		
November		
December		

#### Membership/Communications (Emelie Cuppernell, Betsy Ames)

- Membership renewals in process
- Betsy looking at independent trainer and sponsor lists

#### Membership/Communications (Action Items)

- **Action Item 1** – Emelie to reach out to program members who have not signed up to invite them to sign up again

#### Energy Code Committee (Peter Hubbe)

- Update

#### Other Business

#### Motion to Adjourn

- ❖ **Motion 4** – Motion to adjourn meeting