

Meeting Logistics & Information

Date	Tuesday – October 16, 2017	Attendees
Time	1:00 – 3:00 PM	Tony Lisanti, Peter Hubbe, Frank Swol, Doug McCleery, Emelie Cuppernell, Bruce Bennett, Mark Newey, Mike Browne, Betsy Ames, Nick Jones, Rick Wertheim
		Non-Attendees
Meeting Type	NEHERS Alliance – Board Meeting	Peter (?), Bruce (?)
Facilitator	Emelie Cuppernell	Special Guests
		None
Web Link	https://global.gotomeeting.com/join/122221509	

Meeting Motions

<i>Motion #</i>	<i>Description</i>	<i>Motion Movement</i>	<i>Favor/Oppose/Abstain</i>
1	Motion to approve Frank Swol as new treasurer of NEHERS Alliance; Term will extend from October-December	Moved by Emelie Cuppernell Seconded by Mark Newey	11/0/0
2	Motion to approve of previous board minutes	Moved by Frank Swol Seconded by Nick Jones	11/0/0
3	Motion to approve of current (September) accounts payable	Moved by Mark Newey Seconded by Frank Swol	11/0/0
4	Motion to approve of current slate of candidates for board of directors	Moved by Emelie Cuppernell Seconded by Doug McCleery	11/0/0
5	Motion to approve membership annual dues for 2018	Moved by Emelie Cuppernell Seconded by Doug McCleery	11/0/0
6	Motion to adjourn meeting	Moved by Emelie Cuppernell Seconded by Doug McCleery	11/0/0

Discussion

Announcements/Reminders:

- **Announcements** – No new announcements
- Board introduction of each board member and board member roles
 - Mark Newey’s last board meeting – Congratulations Mark!
- ❖ **Motion 1** – Approval of new board treasurer

Secretary’s Report – Nick

- Board meeting minutes to be sent out a week before board meeting, so that board has a chance to read minutes before hand
- ❖ **Motion 2** – Approval of board minutes from previous board meeting

Treasurer’s Report – Mark Newey

- **Topic 1:** Changing of banking accounts for organization
 - For past few years we’ve had 2 different bank accounts (Chase / People’s United)
 - Betsy is the signer and gives access to account information online and credit card so that it comes right out of the account
 - Should be able to close old *Chase* account once Betsy gets new debit card
- **Topic 2:** Accounts Payable
 - Mark reviewed a list of current accounts payable items
 - Betsy Ames – Administrative costs
 - David Graff – Training house for class
 - Gale Turner – Manuals and other administrative work
 - Kavitha Chandra – Training house for class
 - PSD – Training instructor
 - RL Martin – Web-related fees / Webinar video
 - Serra & Associates – Monthly bookkeeping fees
 - Speedbinder – Manual binders for class
 - ❖ **Motion 3** - Approve current (September) *Accounts Payable*
- **Topic 3:** Financial Statements
 - Part 1: Mark went over list of assets & liabilities; hardly any change YTD from last year
 - Part 2: Mark went over income and expenses; Gross profit down from last year; Total operations up from last year; Total Travel & Meetings up from last year; Total income down from last year – Still positive through year
 - NEHERS wrote letter to RESNET about our expenses in regards to changes in their exam
 - Wanted to ask RESNET for the cost of the time that it took to deal with the change
 - Also for the fees from the credit card refund
 - Time to coordinate, reserve location, lifeline, proctor

Treasurer’s Report (Action Items)

- **Action Item 1** – Mark to reach out to Jenn Parsons to send money from old account to put into *People’s United* account
- **Action Item 2** – Mark to work with Frank on transitioning of treasurer-related tasks
- **Action Item 3** – Mark to finish writing this month’s checks and then will transition to Frank

Nominations Committee

- Review of current slate of candidates for board positions
- New board members:

Member Category	Incumbent	Running
Associate	Nick Jones*	Rob Salcido (Ekotrope)
Rating Provider	Doug McCleery* Frank Swol*	Leslie Badger (VEIC)
Rater	N/A**	Chris Mazzola
* Up for re-election		
** Tony Lisanti at the end of his term		

- Need to notify members at the end of this month with slate of candidates
 - Have until the 15th of November to send out to members
 - Deadline for petitioning is November 30th
- ❖ **Motion 4:** Approve slate of candidates for board of directors
- Last year in rater category we ran 3 candidates and had 1 petition
 - If previous candidates are interested again, we will need to check in with them
 - If we don't get confirmation from other running candidates by Tuesday October 24, then we will send out the list of candidates with invitation to petition.

Nominations Committee (Action Items)

- **Action Item 1** – Betsy sending contact information to Peter Hubee to reach out to Scott Vegeberg
- **Action Item 2** – Tony Lisanti to reach out to Matt Evans (Newport Ventures) to let them know NEHERS is looking for commitment by 10/24/2017

Standard's Committee – Doug McCleery, Rick

- Rick has agreed to co-chair *Standard's Committee* with Doug
- Standard's Committee met the second week of October
- **Topic 1: Threshold Rating**
 - Standard's Committee had issued comments on the threshold rating and sent out an announcement to the general membership
 - Heard back from a couple of individual members on this
- **Topic 2: Building Size Adjustment**
 - Decided not to issue comments on this
- **Topic 3: Duct Leakage to Outside**
 - Decided not to issue comments on this – No consensus
 - Encouraged anyone that felt strongly on this to make comments on their own behalf
- **Topic 4: Financial Separation Issue**
 - No comment
- **Topic 5: Outstanding items for RESNET**
 - **Question 1:** Can RESNET adopt a standard tree/cycle similar to the ICC code format?
 - **Question 2:** Can there be more transparency on the timing of proposed changes to the RESNET standards?
 - Proposed solution would be to adopt something similar to ENERGY STAR®
 - Problem is that we don't necessarily know where RESNET is in a particular cycle when they send things out for public comment
 - At any given point it is unclear what the policy/standard is and what the purpose is
 - Discussion on outstanding items for RESNET to ensue at next Committee meeting

Standard's Committee (Action Items)

- **Action Item 1** – If we issue comments on something, then we should notify our member base that we are issuing comments (Good PR)
- **Action Item 2** – Doug to follow up with Laurel Elam about a timeline when RESNET issues changes
- **Action Item 3** – Investigate the potential to set up folder for minutes from Standard's Committee meetings

Training Management – Bruce Bennett

- Sept 11-22 Online (PSD) / October 2-6 Classroom (Manchester, NH) (PSD)
 - 11 online, 10 in field
- Winter 2018 classroom training awarded to the BER, for Jan 22 – Feb 2 for online and Feb 12-16 for classroom in Springfield, MA
- Spring 2018 RFP is out (Due October 27th)
- Online training RFP going out in Winter 2018

Manual – Mike Brown

- 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
- We were doing updates quarterly for the manual
 - Now we are doing updates annually in April
 - Made them an associate member for access to manual

Professional Development - Frank Swol

- Mike Brown did October webinar
 - Feedback – Webinar went okay (had some technical difficulties)
 - Betsy has not yet heard back about RESNET credits
- November
 - If we have a BASF training, we are not going to do one on the Wed before Thanksgiving
- December
 - *Meet the Candidate* – Typically doesn't go very well
 - *Overview of ENERGY STAR® & RESNET Board Meeting*

Professional Development – Calendar of Events

- ~~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 – Chris McTaggart – Unified Energy Factor, inputting mechanical data. (In response to Kevin Hanlon's request) NOTE: we will begin at 3pm, not 3:30pm on Weds, Sept 20th.~~
- ~~October – Mike Browne – some sort of prelude to the GreenBuild conference~~
- November – [Tony] BASF?
- 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 Cuppernell, Betsy Ames

- Membership Fee Structure
 - Only change from last year
 - *Associate Sponsor* – Fee waived if offer discount to our members for first year / Promotional - \$500
 - *HERS Program* – 10% discount off annual calculated fee
- ❖ **Motion 5** – Motion to approve membership annual dues for 2018

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 – Time to schedule (November)

Other Business

- RESNET Board
 - Emelie Cuppernell is running for RESNET Board

Motion to Adjourn

- ❖ **Motion 6** – Motion to adjourn meeting