NE HERS Board Conference Call, December 12, 2007

In Attendance: Frank Mignecco, Kevin Harrison, Chris Johnson, Kevin Stack, Jim Hammel, Matt Anderson and Peggy MacLeod

Minutes:

**A motion was made by Frank to approve the minutes of the November 14, 2007 Board Meeting with a minor change (Mark seconded motion to approve bills for payment) which was seconded by Kevin H. All were in favor with no discussion or abstentions.**

**Officer Reports:**

President:
- By laws have been approved
- ACI Conference – register as member of NEHERSA to receive a $40 discount
- 5 free registrations will be raffled off to members who pay dues by 12/31, Chris to randomly select
- Advanced modeling class will be offered (Bruce Harley) day before conference, $40 charge for NEHERSA Member, $75 Non Member
- Annual Meeting will be held from 5:30pm – 7:00pm, No formal agenda at this point
- Appetizers and cash bar

Treasurer:

- **Financial Report**
  - The balance in the checking account as of November 1st was $47,152.35
  - Deposits during the month of November were $7,160.00
  - Bills approved for payment at the last meeting were paid in the amount of $5,377.73
  - Which left a starting balance for December 1st per the report of $48,934.62

  - Regular Expenses:
    - Peggy MacLeod – expenses per list $ 2,372.52
      - Base Salary $ 750.00
      - Training Salary $ 780.00 (13 hrs)
      - VEIC transition $ 0 (0 hrs)
      - HERS manual $ 510.00 (8.5 hrs)
- Expenses $154.77
  - RLM Associates $40.00
    - Web update (.5 hrs @$80.00)
  - South Mountain Co. Inc. $90.00
    - Refund of training registration overpayment
  - Conservation Services Group $6,857.10
    - September 2007 HERS Training Class Hampton NH
    - Labor, Lodging and Travel = $6,243.35
    - Handouts = $63.75
    - Exam Fees = $550.00
  - Gale Turner $337.82
    - 11.00 HRS @ $25 = $275
    - Mileage (24.0 miles @$0.48) = $11.52
    - Mailing Cost = $51.30
  - Anticipated December Checking Account Balance: $47,799.93 after paying bills
  - Pending Accounts Receivables Total: $215.00

A motion was made by Matt to approve the outstanding bills for payment which was seconded by Jim. All were in favor with no discussion or abstentions.

Trainings:

- November training – full class
- Springfield training last week of February 2008
- Looking to set up May training

A motion was made by Jim to allow Frank to submit $500 check to RESNET with Trainer/Provider Accreditation Application Form which was seconded by Kevin H. All were in favor with no discussion or abstentions.

Monthly Training Topics

- Peggy working on January training
A motion was made to end the meeting by Frank which was seconded by Matt.

The meeting ended at approximately 2:35pm

Respectfully Submitted,

Kevin Harrison