Vice Chair Martine Dion called the meeting to order at 9:03 am.

**BuildingEnergy NYC update and final board push for exhibitors - Miriam and Jennifer**

Jennifer explained that registration is typically slow before three weeks out. Last year we had $12,000 in revenue at the end of this week; this year we’re at $19,000. We can now segment our marketing and email folks based on their interest and needs. We have no events between now and then. We have added 2 booths to the tradeshow floor. 5 left. Think we’ll come in above projected exhibitor revenue. All sessions have been accredited. Staff is feeling prepared.

Jennifer shared that the board outreach had brought in 2 booths to the tradeshow floor.

Recruiting two co-chairs and two vice chairs before the conference for BE NYC18.

**Planning for October 11th board meeting and ED Report – Jennifer**

Sent out call for proposals for BE18. Focusing on C&I content. Spread the word! First time in a long time we’ve done a themed issue for the NESEA magazine – also focused on C&I content. Yesterday opened the RFP for the Boston Conference. Spread the word.

Martine stressed the importance of attending the 10/11 Board meeting before BE NYC. Important opportunity to work on the capacity campaign. Hotel block expires on the 10th so book it now!

**Board discretionary appointment policy and nominating committee update (draft attached) – Jenna**

Jenna outlined the competencies we seek in board members and underscored three competencies that were really importance. Fund Development, Non-Profit Management, Financial. Discussion ensued around percentage of board members to be from diverse backgrounds.

Ben moved to increase the diversity percentage from 35% to 40%, and to approve the rest of the policy as proposed. Paul seconded the motion. A voice vote approving the change was unanimous.
Capacity Campaign (CC) update – Devan

Rob explained that the CC Case Statement is all inclusive. Between now and then, Devan and Development Committee will think about how to whittle this down to a distilled elevator pitch. Keep in mind we don’t want to earmark any of the donations we receive specifically, but we want to give inspirational examples of how additional funds might be used.

Devan gave an overview of the case statement. Board provided additional feedback for her to incorporate into the final, but consensus was that it was generally headed in the right direction.

Once case statement ins finalized, Devan will break things down into smaller documents that she’ll distribute before the next board meeting/CC training. She shared that Marc Rosenbaum will be writing the annual appeal this year which should be a good kick-off.

Reminder: Executive Director review form is due 9/13 – Martine

Motion to close the meeting at 10:00 made by Michael. Seconded by Fortunat. Meeting adjourned at 10:00 a.m.