

NESEA BOD Meeting

07/12/2018

Zoom Meeting

Participating

Michael Bruss
Lauren Brust Moss
Martine Dion
Paul Eldrenkamp
Jenna Ide
Phil Kaplan

Jennifer Marrapese
Fortunat Mueller
Rick Renner
Ben Southworth
Rob Meyers
John Skipper

Others Participating:

Miriam Aylward
Devan Folts

Not Participating

Saheel Chandrani

Agenda

9:00am Meeting brought to order.

Consideration of Resolution Re: Long Term Investments - Jennifer
NESEA Auditor requires NESEA Board of Directors to approve the use of the payroll emergency fund to pay down the NESEA credit card to avoid high interest rates. The Finance Committee approved the policy in June 2018 and recommends adoption. The discussion assured all Board members that the policy intent is to repay the loan from the payroll emergency fund as quickly and as prudently possible.

Motion to pass policy by Rick, seconded by Ben. Unanimously approved.

The recommendation was for the Finance Committee to review how NESEA could create a savings plan for the upcoming fiscal year.

Strategic Plan Goal 4 Updates – Miriam Aylward
Goal: Provide an outstanding volunteer experience.

See attachment for Update on Strategic Goal #4 – July 2018.

NESEA website has been updated to clarify volunteer opportunities and has added a clear link to all possible volunteer opportunities. There has been an open planning meeting added for each conference to encourage input and volunteers. Also, the leadership team structure has been altered to include upcoming chairs as vice-chairs in the year leading up to their appointment as conference chair. There has been an increase in transparency by holding meetings for previous conference chairs with upcoming conference chairs to understand the volunteer requirements and benefits.

The goal is to better leverage member expertise and knowledge. How should NESEA be tracking that? The benchmark is to survey content committee volunteers on their experience as well as their hours of volunteering. The next steps are to increase diversity and number of volunteers and post the volunteer job descriptions on the

NESEA website. A suggestion was made to add the ability to volunteer via Webex at the content committee meetings to increase volunteers. That is possible in Boston.

Update on Development Committee scope and structure - Devan

The Development Committee description has been finalized to encourage more volunteers and clarify the role of the committee. The focus of the committee will be to support NESEA staff in special projects. The Committee Chair, Devan and Jennifer are actively reaching out to possible new committee members.

Updates on BuildingEnergy NYC - MA, DF, JM

Content – All content will be finalized in the upcoming week and the website is being updated as panels are completed. There will be 3-5 workshops on the day before the conference in order to increase sponsorships and attendance.

Registration – Registration will open to the public on 8/1/18 but early registration will open before that for NESEA members. NESEA members will receive a larger discount than in prior years, based on a survey of other conferences. There will be no refunds issued but attendees can purchase insurance for their tickets. There will be a conference-wide ticket as well as a la carte ticket opportunities. The registration process has been simplified to be more straightforward.

Exhibitors – Half of the space has been sold already. Devan sent a list to Board members for any help in encouraging potential exhibitors to sign on.

Sponsorships – Target goal of \$65,000. \$32,000 is confirmed and Con Edison is possibly going to sponsor again, which would bring us to \$57,000.

Workshops – There will be 3-5 sponsored workshops the day before from 2-5pm. Danish CleanTech Hub, Danish Energy Management, NYSERDA and NESEA will each offer a workshop.

NESEA Annual Meeting – The NESEA Annual Meeting will likely be held on October 3rd in NYC.

Nominating Committee Update - Martine

The Committee is lining up 4-5 new board members for the upcoming Fall election. The Board Committee will finalize the list and send an email to Board members asking Board members to follow up with candidates in a short amount of time.

Updates on Academic Members - Jennifer

New membership rates are being released with a new membership for Academic institutions.

Motion to adjourn by John and seconded by Lauren. Meeting adjourned at 10:00 am.

Minutes submitted by Lauren Brust Moss.