

NESEA BOD Meeting – Monthly Meeting
2/11/21
Zoom Conference Board Meeting

Participating

Miriam Aylward	Jodi Smits Anderson	Kate Stephenson
Ben Southworth	Lauren Brust Moss	Daphany Sanchez
Rachel White	Betsy Glynn	Arlen Li
Matt Root	Andrew Webster	Andrea Mancino
Loic Chappoz	Nancy Ludwig	Florence MacGregor

Members not in attendance – None

Meeting brought to order at 9:05am

Vote: Motion to approve minutes for January: Made by Loic. Seconded by Andrew.

- Approved with adjustment to attendee depiction

Program updates:

Building Energy Boston – Boston is typically around 1300 attendees

- Grid was approved - 35 sessions from 140 proposals.
- Registration opened to members yesterday (Feb 10)
- Sponsorship outreach going well
- Finalizing keynote and designing community activities
- Spontaneity does not happen by accident!
 - Crafting virtual hallway conversations and will need Board members to host

Building Energy NYC – NYC is typically around 500 attendees

- Open planning meeting with 45 attendees
- Finalizing theme next week
- What will the format be (remote/in-person/hybrid)?

Building Energy Magazine

- Still not received by all (and well worth the wait) - Matt got his... sigh

BEBL

- Planning sessions on anti-racist businesses
- Steering committee meetings are bi-monthly

Pro tours

- Last one was end of Jan
 - Well received, sold out, excellent organization
- Working to provide access to past events, even with breakouts
- What role will pro-tours play going forward?

EP program

- Planning virtual visits to academic members
- Waiting on grants and membership-based fellowship going well
- Organizing scholarship/special pricing for academic members

Organization updates:

Revenue

- What does revenue look like post COVID? (1-2 years out)
- Can we return to in-person (and should we?)
- Trade shows changing - large unknowns about the appetite for these
- If received, grant would cover program for three years, which is truly exciting
 - Development committee is looking at more grants
- Membership - what does this look like? Re revenue? If we were to hire, should we hire someone to seek trade booths, or memberships? Membership is more in line with mission.
- Got second round of the PPP
- Entering yearly planning phase where we launch projections...

Staffing

- Flo is now our Program Director
- Susan is retiring end of June
 - Like to hire someone starting in May to allow some training/transition
 - This person could then attend BE Boston and see full run-of-show
- Did not budget to hold 2 conference managers for 2 months so likely will go over budget

Committee updates:

Governance (Betsy)

- Reviewing bylaws
- Should treasurer be outlined as having signatory capabilities on banking accounts?
- Meeting set for 2 weeks out

Nominating (Ben)

- Had meeting and set agenda for first quarter goals
- Assigned calls to connect with new board members
- Assigned calls for exit interviews with departing board members
- Will start looking ahead to identify need skills for board
- Board survey pending...what skills are missing?
- Intend to codify feedback from application process.

Development (Andrew)

- Still working on grant around JEDI goals (Justice, equity diversity inclusion)
- Looking for state/region grants and perhaps piloting programs to be eligible for grants and then expanding to full NESEA area

Strategic planning (Matt)

- Feb 25th is the first meeting
- Spread the word

Financials:

Board giving requests

- Have met and exceeded budgeting
- Having board support, and engaging former board are both powerful

Q1 and Q2 review

- Big story is that we are fine
- Consultant for conference – The work in getting out of contracts was valuable and we paid the consultant a portion, even though their fee is usually based on hotel
- Q - Why has this budget rebounded so well (looks like pre-COVID)
 - A - there are 2 BE Boston events that fall into the year, due to delayed launch
- PPP –
 - Second round (\$119,000) is not yet showing up in actuals (and it won't appear in budgeting)
 - Note that the PPP is based quarterly, which is very useful in that it can then address the disruption, rather than merely responding to a year's performance differential

Revenue

- Have received more than budgeted, due to non-request for refunds from BE Boston 2020
- In Sept, BE NYC was a lesser performer likely due to loads of uncertainty at that time
- Fundraising is on target
- Invested more staff time in Q1 in pivoting to Pathable...this line will balance out over the year
- Some issues with retained earnings and the team is looking at it
- Kate Goldstein Fund -
 - Have never adjusted based on staff time
 - Should this be done on the last 5 years to understand staff time?
 - This info would illustrate the work on the promise we've made to donors

Board Retreat:

Work time

We spent about an hour of facilitated discussion to understand what we have learned about our existing programs related to our remote-access pivot

Next Meeting –

March 4th, 9am – 10am

Motion to adjourn: made by Jodi, seconded by Kate

Meeting closed 10:55 AM

Minutes submitted by Jodi Smits Anderson
jsmitsan@dasny.org for corrections/additions
February 11, 2021