

## Minutes for May 19th, 2015 NEHERS Board

- ❖ Roll call: Bruce Bennett, Emelie Cuppernell, Peter Hubbe, Mark Hutchins, Tony Lisanti, Doug McCleery, Mark Newey, Frank Swol,
- ❖ Absent: Brenda Watson

Discussion on what to do if Brenda resigns/is removed

Laurie will take notes for today

### ❖ **Announcement/Reminder**

#### ➤ Other things to Consider

- NEHERS Summary/Overview for June – Emelie would like to pull this together
- RESNET Search engine – thoughts/comments – this was opened and reviewed during the meeting, useful, would be nice to have the ability to filter for certain criteria (for example just town, rather than a specific address), some think it may not be working properly, should we try to “break it”
- Corbett Lunsford – has a state-wide non-profit that they are looking to transfer to a regional non-profit initiative similar to NEHERS. Emelie had a talk with their Board to talk about what NEHERS does and what our structure is like.
  - The more regional Alliance’s there are, the better able we may be to provide feedback to RESNET and strengthen the overall standardization and awareness
  - Has asked for a review of his book
  - Should we send/offer a copy of our manual to him? Is the manual applicable to other areas outside the NE?
- NEEP Meeting

### ❖ **Secretary’s Report (Brenda Watson)**

- Approval of minutes of last meeting
  - No April minutes – Brenda not attending, “likely resigning”
    - Emelie to look into logistics for resignation and appointing new member – Emelie will call and get info from by-laws

### ❖ **Treasurer’s Report (Mark Newey)**

- Bank signature transition complete to Peoples United Bank! ☺
  - They do not have different levels of permissions for different types of users, it’s all or nothing – how do we want to handle this?
- Still need to transfer the worldpay account, for website purchases
  - Online payments still directed into the old account
- Approval for credit card and set limit for the card
  - Debit cards are not available
  - Instead of a debit card the bank is recommending a credit card, what limit would we need for this?
  - What is the max monthly expense we would expect??

- \$8k should cover it
  - Mark made a motion to get a credit card for Laurie DiDonato with a limit of \$8k, second by Doug M, all in favor – motion passes
- Serra has requested online access for the bank accounts (they had it in the past but with limited rights) but peoples united doesn't have different types of permissions for users, all access or none
- This would limit a check on activity – how can they assure us of security
  - What do they need access for?
    - Statements – Mark can do this easily and email them to Serra
    - What additional information do they need that's not on the statement? – waiting on response
      - ◆ This person/account would be a signer
    - They use is to “double check” things
  - For now, Mark N will send them reports upon request, until they give us a reason why they would need additional access
- Accounts payable authorization
- Serra didn't update Accounts Payable, they need copies of the checks sent to them
    - Mark sent them, and then they requested it again
    - Emelie has emailed them 4 times about the taxes and we have not heard back... are they generally responsive?
  - Motion from Emelie to pay current payables of \$2205.06, Collective copies \$434.91, and Energy Raters of MA \$4400 = \$7039.97, second by Mark, all in favor none opposed
- Financial update? – Serra is requesting documents
- Taxes? – why won't they respond on this??
- ❖ **Standards Committee (*Doug McCleery, Frank Swol*)**
- Reoccurring meeting time? – this needs to be set up
  - Adding Brett Pevear in place of Chris McTaggart
- Technical matters
- Comments were submitted on RESNET proposed changes to airflow testing protocols, Frank reviewed
  - Wes Riley Basement clarification issue – discussion at next meeting
- QA matters
- ❖ **Training Management (*Bruce Bennett*)**
- Marketing?
- Suggested dollar amount for marketing, adwords, Linked-In, other?
- Rater Training
- June 1<sup>st</sup> -12<sup>th</sup>
    - 2 signed up currently – hold online only?
      - ◆ Waiting to hear from BER, cut off of 8 registrants by 5/22

- **Orange, CT classroom canceled**
  - BER delivery, 3 straight weeks
    - ◆ # Registrants?
  - September 28<sup>th</sup> – October 9<sup>th</sup> - RFPs?
- Other Trainings to consider – send survey to gauge interest?
- Bruce said the training committee felt like this conversation should include more than just the training committee, and maybe some of the trainers that are on the board and maybe some not on the board, take a poll of the membership? Is this a professional development issue?
  - Can someone send out a survey to gauge interest?
- Laurie to set up survey and send out to members
- **WaterSense**
    - Half Day training to become “verifier”
    - Can we offer this without being a WaterSense Provider?
  - **Nate Testing Organization**
    - What is involved? Less interest with ES revision 8 transition?
  - **ICC Training – Residential Energy Inspector and Plan Examiner (09, 12, 15)**  
Should NEHERS become a training provider with ICC?  
Emelie has a couple dozen rater members interested in these trainings  
Tony has seen an interest in WaterSense labeling  
Survey Monkey is next step to gauge demand  
Laurie needs a brief description of each one to send out survey
- Emelie will send WaterSense and Nate and Tony will forward test description for Residential Energy Inspector and Plan Examiner (09, 12, 15)

Doug left at 2pm  
Bruce left at 2:10

❖ **Manual (*Mark Hutchins*) –**

- Update/maintenance plan
  - No provider feedback to date
  - No Trainer feedback
  - Send mass email requesting feedback?

Add marketing to the meeting agenda to discuss going forward

❖ **Professional Development (*Frank(but actually really Laurie)*)**

**April – heating water in all electric homes, went well, not recorded, credits received**

**May: Changing Residential Energy Code, Caitriona Cooke, 5/20**

Emelie is driving during webinar – Frank will do the introduction and help facilitate

- Future topics
  - June: Eurihea on ventilation testing - confirmed
  -
- Ideas
  - July- VEIC – talk on IECC 2015? ERI option, Laurie is going to follow up with them
  - August – Skip, yes it was decided to skip August

- RESNET ANSI Standard – RESNET Staff Standards Manager Rick Dixon
- HVAC load calcs
- Emelie offered to present on residential asset scoring and state-wide labeling initiatives

❖ **Membership/Communications (*Brenda*)**

- Membership status - Laurie
  - 2015 renewal update
- Update – website, marketing plan for 2015
  - Martins gave us a quote - \$4500
    - Mark Hutchins to check with someone on estimated time and getting a reality check
- Who has pictures?? We want updated photos for the website.
  - Website updates: clearer language needed about purchasing manuals
  - Link to old manual pricing still live

❖ **Energy Code Committee (*Peter Hubbe*)**

- Sent out a doodle poll for the next meeting
- NE code developments
- Consistent process for submitting documentation for code compliance
- Sheet metal board issue in MA (ongoing)

❖ **Other Business**

- **Regular Newsletter? Quarterly (we don't want to bombard people)**
  - **What gets included**
    - **Webinars**
    - **Trainings**
    - **Technical article**
- 2015 goals and priorities:
  - NEHERS Core Strengths:
    - Monthly webinars
    - Rater Trainings
      - ◆ Schedule and fill 4 classes per year
    - Website Update, need a quote, slotted for after electronic manual

Motion to adjourn tony, second mark N, all in favor, adjourned 2:52pm