

Tuesday February 16th, 2016 1:00pm- 3:00pm

Time: 1:00 pm **Web link:** <https://global.gotomeeting.com/join/122221509>

Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

Dial +1 (805) 309-0033

Access Code: 122-221-509

Audio PIN: Shown after joining the meeting

Meeting ID: 122-221-509

❖ Roll call: Laurie DiDonato, Doug McCleery, Frank Swol, Emelie Cuppernell, Jenn Parsons, Mark Newey, Tony Lisanti, Mark Hutchins. Arrived late: Peter Hubbe

➤ Absent: Bruce Bennett

Meeting brought to order at 1:07pm

❖ **Announcement/Reminder**

➤ RESNET Dinner

▪ Sunday Feb 28th evening 7:00pm

▪ Funding and Location:

- If we don't get funding, all Board members have to cover their own meal and drinks. There was discussion that perhaps in exchange for a year of volunteer service to NEHERS to have the Board pay for the entire meal. Tony made a motion to pay for the dinner at RESNET with one beverage. Emelie seconded. All in favor. None Opposed. Motion passes.

- Grassroots Kitchen and Tap: <http://www.grassrootsaz.com/#about-section> = Southern American food with craft beers and cocktails

- Ling and Louie's: <http://lingandlouies.com/scottsdale/> = Asian Fusion

- The Vig: <http://thevig.us/menus/mccormick-ranch-dinner-menu/> = located at our hotel has upscale tavern fare

- Stone and Vine: <http://www.igprestaurantconcepts.com/#> = Italian

- Hogs and Hops: <http://www.hognhops.com/> = BBQ

▪ The Board picked Grassroots Kitchen at 7:00pm for a group of about 20 attendees. Laurie will make the reservation.

➤ Betsy: Potential New Hire to Replace Laurie

▪ Emelie and Tony interviewed on Thursday 2/11/16

- The interview went well. She has experience with databases and online use. Emelie thought she was a strong candidate. Tony liked her demeanor. They also feel that she would be a quick learner. Emelie recommends that we hire her.

▪ Starting Rate - \$21/hr: This rate was based on Laurie's starting rate and adding inflation per Mark Newey's suggestion. The Board agreed with this rate.

▪ Emelie made a motion to hire Betsy with a starting wage of \$21.00/hour. Tony seconded. All in favor. None opposed. Motion passes.

▪ Emelie will update the job description document with the wage offer. Then Emelie will send the offer to Betsy.

- As soon as possible, the Board would like to have Betsy start training with Laurie.
- Betsy will have a 3 month probation period.
- If Betsy accepts, she will sign an Agreement with NEHERS. Laurie will also send Emelie a copy of the Non-Disclosure Agreement for Betsy to sign as well.

❖ **Secretary's Report (*Jenn Parsons*)**

- Approval of Minutes
 - No minutes to approve for January yet. Waiting for Jenn and Laurie to combine their notes.

❖ **Treasurer's Report (*Mark Newey*)**

- New Credit card received?:
 - Mark proposed having to wait to add Betsy's name on the new credit card, instead of Laurie's name. Laurie suggested waiting as well. Emelie suggested waiting to make sure Betsy agrees to the position and we will get her a Debit card at that time.
- Old account closed?:
 - We currently have 2 bank accounts active. We will wait for Betsy to get up and running before closing completely. We have enough money in both accounts to cover our expenses. All new money goes into the new account.
- Financial update:
 - Accounts Payable:
 - We have a speedbinder charge that reflects having some manuals printed. All other charges are usual monthly expenses.
 - Mark made a motion to approve January 2016 Accounts Payable in the amount of \$2,152.03. Mark Hutchins seconded. All in favor. None opposed. Motion passes.
 - Compilation Report:
 - We have slightly more money in our general funds overall this year, than we did last year. And we have fewer liabilities this year compared to last. We have more income this year due to more membership dues this year at this time. We have less cost of goods from less manual updates at this time.

❖ **Standards Committee (*Doug McCleery, Frank Swol*)**

- Committee Update:
 - Have not met since the retreat meeting
 - Doug suggested that at RESNET, if Board members attend any sessions at the conference that are related to standards the committee should know about, please bring those ideas to the committees attention.
 - Emelie has had requests from Steve Baden at RESNET to sit down and meet to discuss the document that RESNET just released that impacts direct providers. Emelie would like to have Board members provide their opinion of the document as well. Doug and Frank volunteers to review and provide input. Emelie will send the document out for their review.

❖ **Training Management (Bruce Bennett)**

- Rater Training
 - March 7th-18th Online (3 Registrants)
 - April 4th – 7th Classroom, New Hampshire
 - Bruce said that Wes is planning his schedule his travel arrangements for the trainings now. Having confirmed registrants will be necessary to know if he should plan or not.
- Bid out for 2016-2018 online contract

❖ **Manual (Mark Hutchins)**

- Update:
 - Basement Chart – didn't discuss at this meeting.
 - Next version due in April
 - Mark had to leave the call early and didn't have an update to provide.

❖ **Professional Development (Frank)**

- **January** – January 20th EnergyGauge
- **February** – February 17th EnerScore
- **March** – Mark Hutchins. We will push EcoTrove back until they confirm a time. Mark proposed having: Finding and Fixing Leaks, High Efficiency Heating Equipment, or Window and Wall Insulation. CEU's from RESNET are available for these trainings.
- **April** – Mark Newey
- **May** – Doug, ENERGY STAR design checklist
- **June** – Bruce, Measuring ventilation equipment
- **July** – Tony, QAD lessons from the field
- **August** -
- **September** – Peter Hubbe, Climate change, bigger picture, where hers fits
- **October** – Frank Swol Codes Update
- **November** – Emelie, The new software
- **December** – Meet the candidates?
 - Frank wants to make sure that the Board lockdown the presentation the month prior so that if any changes in order need to be made, there is enough time.
 - Tony is going to contact a colleague at the RESNET conference (Laruen) to see if she will fill the July month training spot and provide more detailed specifics from the field. She presented in 2015, but the topic was standards updates and not real world advice and experience.
 - If there are any great presentations at RESNET, the Board members should see if they would be willing to complete a training webinar for NEHERS.

❖ **Membership/Communications (Emelie)**

- Website update <http://mojo.nehers.org/>
 - Feedback

- Peter Hubbe – Programs. Some links don't work. Emelie asked Laurie to send an email to each of the programs to update their content and provide a current link.
- Mark Hutchins – Home
- Doug – About
- Frank – Membership
- Emelie – Store
- Tony - HERS Raters
- Mark Newey- Jobs + Header. Mark provided comments. He suggested editing the way sections are worded. He wants to retitle to Job Board or "Job" _____? "Industry Jobs" was suggested. He also suggested small grammatical changes. Mark Newey will email this to Laurie.
- Laurie will collect all edits and send to RL Martin for implementation.
- ANYTHING MAJOR that would prevent us from launching?:
 - Laurie suggested that we may want to wait until the photos are updated by the Board. Emelie thought that the photos in general were fine even though some aren't the greatest. We can launch with these photos in place but change them at a later date. The Board can take photos at RESNET and during other upcoming trainings to add as well. Laurie will reach out the RL Martin and see how long the updates will take. The Board agreed to launch with the photos as they currently are. Photos can be swapped out later if necessary.
- Search engine optimization – proactively pursue this?
 - Emelie would like to review these once we have the new site launched.
- LinkedIn going forward
 - Laurie mentioned that we can use this site for marketing the new training coming up. We could do a paid advertisement on this website.
- 2015 Membership Renewal
 - ClearResult not a training provider? - Mark Hutchin's said that CLEARResult is now a training provider and can be listed as such.

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

- Committee update
 - Peter said they haven't met since the retreat.

❖ **Other Business**

- Laurie wanted to remind the Board to reach out to attendees at RESNET to see if they want to become members of NEHERS. Laurie will send around the 1-page information sheet.
- ❖ Emilie made motion to adjourn at 2:35pm. Tony seconded. All in favor. Motion passes. Meeting adjourned.