

**Minutes for February 11th, 2014 NEHERS Board Meeting**

**Time: 3.00 pm**

Attendance: Bruce Bennett, Emelie Cuppernell, Laurie DiDonato, Mike Browne, Frank Swol, Doug McCleery, Jennifer Parsons, Eurihea Speciale

Absent: Matt Dudley, Tony Lisanti

Approval of Meeting minutes, **motion made by Emelie**, second by Jenn Parsons, 4 favor, none opposed, Doug M abstain

Approval of January minutes, **motion made by Doug Mcleery**, second by Eurihea, 5 in favor, none opposed.

Dinner at RESNET

* EAM offered to sponsor, including drinks
* Transportation? Is a cab the best option? Can the Hotel hook us up with a shuttle?

Treasurers Reports (Jenn Parsons)

* Jenn is not yet a signer, but this is in process
* Still reviewing some things with Lois
* 3 Checks need to be written this month

**Jenn made a motion for the accounts payable be approved** for January, second by Eurihea, all in favor, none opposed

Laurie researched Peoples United bank as an option for the NEHERS Alliance to use instead of Chase for banking. They have a more ethical background than Chase and have convenient online banking options and locations in proximity to both Laurie and Jenn.

* Jenn could open the account herself with a letter from the Board authorizing her to open the account
* Peoples United would draw up the Corporate Resolutions for us
* **Motion made by Eurihea** for Jenn to open a checking account at Peoples United Bank for the NEHERS Alliance for the purpose of transferring the manual funds from Chase. The remainder of the funds would be paid out of the new account, second by Frank, all in favor, none opposed.
* Laurie will put together a draft letter for Eurihea to sign giving her permission to open the account

Membership Committee (Matt Dudley)

* Matt not present
* Laurie went over the status of the membership for 2014 to date

Training Committee (Bruce Bennet)

* Training provider renewal resubmitted to RESNET, waiting to hear back
* Online Training – draft RFP had been put together for the webinar modules, needs minor tweaks, please to get it out by the end of the week to all trainer members
* This needs to be rolled out ASAP
* Meeting Thursday, open to other Trainer members
* CAZ – how will we price this? At any time we could offer someone access to the test even without the training. What would our price be for doing this?
* Discussed a draft training pricing set up by the committee
* 4-6 weeks is ideal for a training to be ready to go after RFP is accepted
* Ideally first training could happen at the end of April
* Where would we hold our first training? What is going on in other states?
* In MA you need to be BPI or HERS Rater required for code compliance
* NJ is getting on board with code officials enforcing the 2009 requirement for blower door and duct blaster testing for performance compliance
* NY/NYSERDA activity

Professional Development Committee:

* February webinar : EEP update
* March and April are lined up as well
* Keeping in mind at RESNET trip who we make like to have as a presenter going forward
* Discussion of the hassle involved with getting PDC’s for sessions. ACI no longer offers RESNET PDCs and very few regional conferences do. Will this help the Alliance with webinar attendance?

Manual Update:

* Paul Raymer technical review
* Mike Burke did a second review
* Lauren is putting it all together into a final format
* The technical committee will then break it up into sections for the committee to review. Lauren is hoping to have it ready for this phase by Monday. The committee is strongly encouraging people to get involved with this process
* CSG has a Rater training on March 24th . It would be great to have the final form of the manual ready by this point. Maybe this will be a Beta test with the ability to revise it as we get more feedback.
* Still need to figure out method for delivering an electronic version of the manual
	+ Adobe security options
	+ Would an e-manual be included with the purchase of a manual or separate? Discount for purchasing both?

Other Business:

Eurihea and Jenn will work together to put together a budget for 2014

Eurihea made a motion to adjourn, second by Mike, all in favor none opposed.