

# NORTHEAST HERS ALLIANCE

## Board Meeting Minutes December 10, 2008

Scribe: Peggy MacLeod

### Reading and Approval of Minutes of the Board Meeting of December 10, 2008.

- Motion to approve by Glenn; seconded by Frank. Minutes approved

### Reports of Officers and Standing Committees

- Nomination Committee. The 2009 Board election will be held in December. Meet the candidates is scheduled for the member call today. Chris Johnson and Glenn Haynes will count the votes. Board was sent the slate recommendations and must approve the nominees. Robb motioned to approve the slate of nominees, Kevin seconded. No discussion. The Ayes carried the vote.

#### - Treasurer's Report:

- December 1st Checking Account Balance: \$37,982.30
- December 2008 Bank Deposits-To-Date: \$2,735.00
- December 2008 Expenses To Be Paid: \$2,500.89
  
- Peggy MacLeod
- Susan Martins
- Gale Turner
- R.L. Martin (2 invoices @\$80 each
  - Update Home Page, database, brochures (.50 hours) Added call download and quiz (.25 hours) all at \$80 per/hour. Plus June 2008 to May 2009 Web hosting (\$150 per month)
- Horizon-Res (overpayment for test fee)
- Anticipated Checking Account Balance: \$ \$38,217.22  
after paying bills
- Money Market Account Balance as of 11/30: \$20,052.46  
(earned \$16.71 in interest).

A motion was made by Kevin Stack to approve the outstanding bills for payment which was seconded by Rob Aldrich. All were in favor with no abstentions.

## **Staff Report & Pre-approval of anticipated expenses**

- Lexington class in set with Adam as trainer. May class is tentatively set for Wall, NJ. Peggy commented that more trainers are needed to keep up with the 2<sup>nd</sup> trainer per class demand (which is the entry point). Robb Aldrich and Kevin Stack expressed interest in becoming NEHERS trainers. PSD offering Field Inspector training in Philadelphia in winter.
- Member calls - Today, Meet the Candidates, January - Bruce Harley Ground Source Heat Pumps. Other ideas were presented.
- New training manual design is going well.

## **Unfinished Business**

- Web Re-design. Peggy reviewed results from the website RFP review committee. The committee recommends the Board hire R.L. Martin Associates, our current webmaster. He appears to be the right person, but we need to clarify our needs further.

Kevin asked each Board member for their input. Jim: Randy is easy to work with, very happy with him. Recommended that more than one person be able to update information on the site. Glenn: 2 candidates were qualified; important to have someone willing to work with us; Randy sounds like he is honest and flexible and recommended we go ahead. Robb: RLM is a strong choice, we should clarify three questions: whether his bid includes training and orientation to the site, whether staff needs a special program to be able to manipulate content, and whether his ongoing costs will remain the same as now. Adam said go ahead even if the quote didn't include the three clarifications. Frank said he was not not a Randy fan but is OK if the rest of the Board approves. Mark MaGrann comfortable. A motion to move forward with Randy Martin proposal was made by Adam; Mark MaGrann seconded. Frank objected but did not block. No abstentions.

- Directors and officers Insurance & Liability Insurance - Need from Kevin. - hold for next month. Also - using local Colleges & Technical schools as venue for trainings. Table this for new Board.

## **New Business**

- Discussed special test taking circumstances for Michael Wilson who has ADHD. This has been a RESNET topic for a while - to have a wide variety of disabilities able to take the test with special testing circumstances. Adam is on the RESNET committee. Claudia's model - for the provider to decide what is reasonable for them - may work for providers but not for independent raters as well. Adam (with Glenn concurring) recommended that we recommend to RESNET that he be given 30 minutes more time but that the student has to make arrangements with RESNET themselves. Mark moved, and Ed seconded, that until RESNET has a new policy, to allow 30 minutes more time and to inform RESNET. Peggy will tell Michael Wilson the Board's decision.

- Jim Hammel requested that we hold a HERS training in upstate NY. If someone from Rochester NY wants to take NE HERS can they get NYSERDA reimbursement. Jim Hammel will inquire at NYSERDA.
- Adam reported that the RESNET test was upgraded/tweaked by 10 training committee members this summer and in his opinion it's getting better with time. RESNET has invited all training providers to review the new exam.
- 2009 conference call suggestions. Mark MaGrann suggested a go-round to discuss how to build your business in spite of down market. Keystone efficiency alliance trying to influence legislation in a positive direction. Helen Perrine is involved.