

## ***NE HERS Alliance - Board Meeting – 9-10-08***

Attendees: Kevin Stack, Adam Gifford, Frank A. Migneco, Jim Hammel

NO QUORUM WAS REACHED.

Kevin went through a few items on the agenda to move the issues forward, but emphasized the importance of attending meetings and reaching quorum - to do the job and reach consensus as needed.

### **1. Member Conference Call ideas were discussed:**

- BPCA recently had Joe Burrows (sp?) from Dow Chemical discussing various wall construction to reduce the dewpoint in walls.
- Roundtable with program representatives around the northeast: what's happening in the coming year. Peggy suggested having this in January when program years are beginning.
- Eric Werling: indoor air quality national standards
- Sam Rashkin: High performing homes package
- Steve Baden and Claudia Brovick: Report on the QA/QC experience; changes in the rating industry, and promote RESNET conference
- Kevin asked attendees for approval on the expenses

### **2. Attendees approved the following monthly invoices:**

Conservation Services Group- 4 Exam registration fees of  
P.L. MacLeod - August 2008-  
Gale Turner

Peggy will email the other Board members to get their vote on the above invoices

### **3. Discussion of website revisions**

Jim commented that BPCA is now using someone local to make websites changes, citing that they charge a flat fee instead of an hourly fee. Peggy expressed thoughts about an advantage to having a local support person. Frank commented that with the right security clearance, anyone could make updates to our website even if it was still hosted by Randy Martin.

Peggy asked for additional volunteers to 1) review the RFP document, and 2) to be one of the proposal reviewers as we receive them. Frank emailed the missing members of the Board, asking them for further comments on the RFP document by September 26.

### **Cost of producing HERS Manual**

Kevin brought up the cost of re-writing the 2007 manual, and Adam mentioned it was 100% over budget. The costs for assembling and purchasing supplies for it seem to be increasing. The Board would like an estimate of the cost to assemble and purchase materials.

Would it be possible to change the format and have something produced reduced staff time? Board asked Peggy to look for other solutions that were less costly. Peggy

stated she would be happy not having to assemble manuals or have such a long production line.

To try to quantify the profit or loss from the manual, Peggy and Frank will work on quantifying the number of manuals we sold since early 2007 and the amount spent on materials, assembling, etc.

### **Peggy's invoice clarification**

Frank asked and Peggy agreed to break out her hours between pure supervision and manual production from now on.

### **Insufficient funds**

Steven Alexander's check for a test bounced twice. Peggy will call Steven to ask for a cashier's check for \$60 to cover the bank fee.

### **Nominations Committee**

Peggy will send an email to members to recruit other nomination committee members.

### **Discount for students to attend HERS rating class**

Peggy asked whether the Board wanted to authorize a discount for the students at NH Tech College to attend our Oct 20 training. The Board asked Peggy to email a straw proposal, asking Board for input:

- charge 50% of application fee.
- The fee wouldn't include the manual, meals, or the RESNET test
- If 15 or more students enroll, 2 college students may attend at half-price;  
If 10 or more students enroll, 4 college students may attend at half-price.