

NE HERS Board Conference Call, December 12, 2007

In Attendance: Frank Migneco, Kevin Harrison, Chris Johnson, Kevin Stack, Jim Hammel, Matt Anderson and Peggy MacLeod

**Minutes:**

**A motion was made by Frank to approve the minutes of the November 14, 2007 Board Meeting with a minor change (Mark seconded motion to approve bills for payment) which was seconded by Kevin H. All were in favor with no discussion or abstentions.**

**Officer Reports:**

President:

- By laws have been approved
- ACI Conference – register as member of NEHERSA to receive a \$40 discount
- 5 free registrations will be raffled off to members who pay dues by 12/31, Chris to randomly select
- Advanced modeling class will be offered (Bruce Harley) day before conference, \$40 charge for NEHERSA Member, \$75 Non Member
- Annual Meeting will be held from 5:30pm – 7:00pm, No formal agenda at this point
- Appetizers and cash bar

Treasurer:

- Financial Report
  - The balance in the checking account as of November 1<sup>st</sup> was \$47,152.35
  - Deposits during the month of November were \$7,160.00
  - Bills approved for payment at the last meeting were paid in the amount of \$5,377.73
  - Which left a starting balance for December 1st per the report of \$48,934.62
  
  - Regular Expenses:
  - Peggy MacLeod – expenses per list \$ 2,372.52
    - Base Salary \$ 750.00
    - Training Salary \$ 780.00 (13 hrs)
    - VEIC transition \$ 0 (0 hrs)
    - HERS manual \$ 510.00 (8.5 hrs)

- Expenses \$ 154.77
- RLM Associates \$ 40.00
  - Web update (.5 hrs @\$80.00)
- South Mountain Co. Inc. \$90.00
  - Refund of training registration overpayment
- Conservation Services Group \$6,857.10
  - September 2007 HERS Training Class Hampton NH
  - Labor, Lodging and Travel = \$6,243.35
  - Handouts = \$63.75
  - Exam Fees = \$550.00
- Gale Turner \$337.82
  - 11.00 HRS @ \$25 = \$275
  - Mileage (24.0 miles @\$0.48) = \$11.52
  - Mailing Cost = \$51.30
- Anticipated December Checking Account Balance: \$47,799.93 after paying bills
- Pending Accounts Receivables Total: \$215.00

**A motion was made by Matt to approve the outstanding bills for payment which was seconded by Jim. All were in favor with no discussion or abstentions.**

**Trainings:**

- November training – full class
- Springfield training last week of February 2008
- Looking to set up May training

**A motion was made by Jim to allow Frank to submit \$500 check to RESNET with Trainer/Provider Accreditation Application Form which was seconded by Kevin H. All were in favor with no discussion or abstentions.**

**Monthly Training Topics**

- Peggy working on January training

A motion was made to end the meeting by Frank which was seconded by Matt.

The meeting ended at approximately 2:35pm

Respectfully Submitted,

Kevin Harrison