



U.S. GREEN BUILDING COUNCIL
IDAHO CHAPTER

2009 Officers of the Board

Dennis Cunningham, President **T**
Sharon Patterson, Chair **P**
Claudia Day, Treasurer **P**
Lindsay Erb, Secretary **P**

2009 Board Members

Steve Benner **P**
Suzie Hall **P**
Anthony Marker **NP**
Rebecca Mirsky **P**
Scot Oliver **P**
Adam Richins **T (for 10 mins)**
Ashley Silvernell **P**
Scott Wendel - **P**

Committee Chairs

Claudia Day, Programming and Events **P**
Christine Duft, Membership **NP**
Leif Elgethun, Advocacy and Public Policy **P**
Antonio Plascencia, EGB **P**
Tracy Crites, Marketing and Communications **P**

LEGEND:

P – Present
NP – Not Present
T – Teleconference

April Board Meeting Minutes

Wednesday, April 8, 2009

11:30 am – 1:00 pm

CCDC Conference Room

Discussion and action items in Bold

- I. Opening Round
- II. Administrative Matters
 - a. Agenda Adjustments (if needed)
 - b. Approval of March Meeting Minutes – **all consent**
 - c. Schedule Next Meeting – **May 13th – 11:30 am – 1:30 pm**
- III. Matters of Content
 - a. Proposals
 1. Tax Preparation (Claudia) –
 - **Like giving business to someone who has helped us pro bono in the past**
 - **Budget has a \$1500 line item**
 - **Professional accountant**
 - **All approve**
 2. RGBA Nomination (Leif)
 - **Sent National requirements to Hans and he agreed to fulfill**
 - **Annual rotation of advocates**
 - **He will become a member if not already**
 - **All consent**
 3. Website Features (Ashley)
 - **Ashley is now a task force of one and doing a great job!**
 - **Website will be user friendly so that anyone can edit the website but will need one point person for it support**
 - **Ashley would like input from everyone – perhaps someone from marketing comm.**
 - **Reviewed the website proposal**
 - **All agreed to not have the member directory option**
 - **All agreed not to have the event ticketing option**
 - **All agreed to keep the newsletter generator**
 - **All agreed to accept the \$540./year web site hosting as it comes with tech support**
 - **The one time fee will be apx. \$1690.00**
 - **All consent – thank you Ashley for doing such a great job!!**
 4. EGB Chapter Liaison (Scot)
 - **Antonio to serve as EGB liaison and attend board meetings – we need to determine if this will be a voting or non voting seat on the board of directors.**
 - **Adam will serve as the USGBC board representative and attend EGB meetings and events.**
 - **All consent**
 5. Sponsorship to Boise Chamber of Commerce 2009 Regional Leadership Conference in SV.
 - **\$150. will come out of advocacy budget which is a discounted price**
 - **Leif to issue a report upon his return from the Conference**
 - **All Consent**
 6. Reviewed EGB fundraising efforts for competition and how the money will be used. This was a majority rule email vote that approved the Idaho chapter sponsoring \$1000 for the EGB's competition.

- b. Discussion
1. Chapter Challenge Grant – Due April 17! **Thanks to Sharon, Melissa, Steve, and Denis for helping get the chapter assessment in on time to keep us qualified for the chapter challenge grant. Steve, Sharon, and Rebecca are working on the Chapter Grant and any input would be greatly appreciated. Thanks you guys!**
 - **25K / yr for 20 hours/ week to divide time in thirds:**
 - **50% of time on committee support / guidance – work with chairs**
 - **25% - communications – both external and internal (includes point of contact to National)**
 - **25% Fundraising – developing and implementing strategies**
 - **We have budgeted 26K currently for paid staff – Melissa thinks we should go for 30 K**
 - **Lindsay and Claudia to work with Rebecca for job description.**
 2. Idaho Green Expo
 - **There will be a room available for seminars – Sat/ Sun**
 - **Need to create a sub committee for decisions**
 - **LEED workshop – EB**
 - **We could use the room for internal / external meetings as discussed before**
 - **Green Expo just does not want our seminars to conflict with their main events and / or audience.**
 3. Hunter Lovins Event
 - **April 30th at the Summit Room at the Grove**
 - **Ticket sales go to scholarship**
 - **Everyone to send poster out to help promote the event**
 - **Tickets are \$20.**
- c. Issues that Need to be Unraveled
1. Board Vacancy – **Welcome Scott Wendel**
 2. **By- laws – draft will circulate before next meeting – only major revision is that the board can now comprise of 66% National member and 33% not national. 75% of officers need to be National members. Adam is working on branch additions and legal ramifications. This will act as a living chapter guidelines document.**
 3. Officer Nominations and Elections –**Reviewed new nomenclature and roles and responsibilities that Steve passed out. Had elections – Congratulations to the new officers:**
Chair – Sharon Patterson
Vice Chair – Steve Benner
Treasurer – Lindsay Erb
Secretary – Suzie Hall
 4. EGB Design Competition Sponsorship – **discussed above**
 5. Bylaws Revision – Task Force (Scot, Steve, Claudia, Adam) -
 6. Strategy for Paid Staff – Task Force (Melissa, Claudia, Lindsay)
 7. Strategy for Branches in Idaho – Task Force
- d. Circle Reports
1. Treasurer’s Report - **\$25,285.38 for the total liabilities and equity**
 2. Membership Committee – **Welcome letter to go out to 12 new or renewed members 12 lapsed members – a reminder email will be sent to lapsed members**
 - **Duft to send out welcome letter via email to board one more time**
 - **Duft to send list of lapsed members name to board**

3. Programming and Events Committee – **main focus has been HL event. Will get a sub committee together for Expo. Program this month- Shelby to send out info.**
4. Advocacy and Public Policy Committee – **working with conservation groups. Also looking at legislature in other states for upcoming planning sessions for next year’s session – any ideas? Send them to Leif.**
5. Marketing and Communications Committee – **Welcome Tracy! first meeting coming up at Thomas Hammer**
6. Finance and Fundraising Committee – **Lindsay as the new treasurer will try to get this committee up and going**
7. LEED Advocacy – Schools and Homes - **Schools – working on a power point presentation to give to school facilitators. Drafting a letter to school districts – offering educational opportunities. Both need to be reviewed by the board before being sent out. Caution / concern we can not offer services that we can not provide. Thanks Hans – we will see you next time. Thanks to Sharon for her role as Homes advocate.**
 - **Katy Sewell at next Green LEEDers event at Donnie Macs**
8. EGB – **meeting was Thursday at IDL after lecture.**
9. West Regional Council – **trying to get meeting in Boise**

IV. Closing Round

- a. No Response Round
- b. Evaluate Facilitation
- c. Agenda Requests for Next Meeting
- d. Announcements

- **Letter of support for Kuna project has been tabled until April 21st – anyone interested in showing up in person would be greatly appreciated**
- **Meetings will now be officially from 11:30 am – 1:30 pm**

Call in number 1 800 430-1833, Access code 947-9398