



**BOARD OF DIRECTORS MEETING AGENDA**  
**14 Maple Ave, Morristown, NJ**  
**Wednesday, August 7, 2013, 5:30 pm**

Cardella, David	Gates, Bill	Miller, Brad	Topinka, Andy	Block, Florence
Cressman, Jeremy	Hales, Tom	Rivetti, Attilio	Walsh, Ed	Garrigus, Mary Ellen
DeFeo, Wayne- Vice Chair	Harrison, Anastasia- Past Chair	Schmitt, Robert	Woodruff, Gregg	Villere, Medea
<del>Donnelly, RJ - Treasurer</del>	<del>Marano, Tony</del>	Seliga, Ed - Chair		
Gallagher, Zack	Merolla, Vance	Taylor, Faith - Secretary		McClellan, Harry

<b>TOPIC</b>	<b>Discussion</b>	<b>Action Items</b>
Welcome by Chair	Ed Seliga welcomed Board Members	None Required
Roll Call (quorum is 2/3 of 17 = 12)	Do Not Have Quorum	None Required
Approve Agendas, Conflict of Interest, Antitrust Policy	Reviewed and approved	None Required
Approval May 2013 Board Meeting Minutes ( <a href="#">Attachment</a> )	No quorum – September Board Meeting	None Required
Financials – Ed Seliga	Financials were reviewed; Golf Outing needs to reflect payment to National Golf Club. Consider creating Investment Committee – Executive committee will review	See Sponsorships
Chair Report - Seliga <ul style="list-style-type: none"> <li>• Retreat Agenda</li> <li>• Greenbuild</li> <li>• Sponsorships</li> </ul>	<u>Retreat Agenda</u> – observation - lack of continuity of what was planned at Retreat. We need to begin to build on brainstorm sessions at retreat. <u>Greenbuild</u> – USGBC NJ will plan a cocktail hour at Greenbuild. Vance to send link for cocktail party from Manufacturer’s group.	What does each Director want to accomplish in 2013?

TOPIC	Discussion	Action Items
	<p><u>Sponsorships</u> - Below budget – time to begin building sponsorships. Gala great way to reconnect people to chapter – entre to chapter Sponsorships</p> <p><u>Ramp up Visibility of new LEED projects</u> – congratulatory letter crafted and will be sent for each building</p>	
<p>Executive Director Report</p> <ul style="list-style-type: none"> <li>• Education/Grant Updates</li> <li>• Golf Update (Hales)</li> <li>• Gala Update (Walsh)</li> <li>• Branch/Committee Updates (RJ)</li> </ul>	<p><u>Education update</u> - Reviewed grants - LEED Core Curriculums and GPRO awarded credits transferable to any college – Rutgers and Thomas Edison. 3 out of 26 providers approved</p> <p>Customized courses to recipients - can modify up to 25% of LEED course. USGBC NJ #2 countrywide.</p> <p>Reviewed Executive Summary of Grant Training</p> <p>New Grant - \$620,000</p> <p><u>NJSBA</u>– 10 hour O+M Segments to Boards, Administrators, Facilities managers. Scheduling 6 -8 sessions. All schools Administrators required to take Sustainability Courses for Professional Development.</p> <p>NJSBA and Sustainable NJ to do pilot project – 3 year master plan for 12 Schools, audit and baseline, model for rest of state.</p> <p>USGBC NJ match is \$75,000 over 2 year period – in kind will be included</p> <p>USGBC N J has been asked to Chair O+M Task Force</p> <p><u>Golf Update</u> – Great event. Should consider a small golf outing for South Branch in Cape May County. Board thanked RJ and Tom for great event.</p> <p><u>Gala</u> - VIP hour at gala for sponsors begin at 4:30</p> <p>Have motivation to get companies to gala as sponsors - Green Schools</p>	<p>FB will prepare Executive Summary for board – Board support ad opportunities</p>

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	<p><u>Gala update:</u> Hampshire is Developer of the year and \$10,000 Gala sponsor.  Looking for nominations. Inform FB of any unique and sustainable projects that should be nominated  John Henry – to manage student awards  Gala Sponsors – prior to polling sponsors, contact FB  Focus of next Board Meeting (9/18) – push gala, build momentum</p> <p><u>Summer Social</u> - 200 + children at no cost with 40 adults due to Kid’s Club sponsorships. Currently 7 regular sponsors, 4 Kid’s Club sponsors. Asbury Park press release, Asbury patch, NJ spotlight  Want more attendees. WD will reach out to Governor.</p> <p><u>EP Committee</u> – Blue Claws Event on 8/22. Not just for EPs, all are welcome to attend.</p> <p><u>Green Schools Committee</u> – John Henry is new chair</p> <p><u>North Branch</u> – ongoing conference calls</p> <p><u>South Branch</u> – Connect with Mike Chadwick</p>	
<p>Advocacy Update/ Advocacy Day  – Wayne Defeo</p>	<p>Good meeting with Assembly and Senate Staffers – support NJ Initiatives.  Bob Smith invited WD to testify on policy questions – real world success stories/ examples/case studies that LEED buildings are survivable against great storms like Hurricane Sandy. Talking points in Dropbox</p>	<p>WD would like examples by Monday, 8/12.</p>

TOPIC	Discussion	Action Items
	<u>Resiliency Committee</u> – Jason Kliwinski is Chair. Working with NJNG, Donnelly and MaGrann to provide series of LEED oriented training to Contractors, Homeowners, and Inspectors	
New business Discussion on Pre-Meeting	ES - Order Business Cards <u>Strategic Planning</u> - refine direction and priorities  <u>Pre Board meeting session with Chair</u> – begin at 4pm prior to Board Meeting – build on March retreat – what is working well, what else could be doing, create stepping stones and action steps. See Retreat notes in Dropbox	MEG – to collect Business card information
Adjourn	Next Meeting September 18, Morristown office, 5:30 – 7:30 pm	Motion made to adjourn meeting, seconded and carried. Meeting Adjourned at 7:15 PM