



**USGBC NJ Board of Directors Meeting
14 Maple Ave, Morristown, NJ
Wednesday, January 23, 2013, 8:00 am**

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
Donnelly, RJ - Treasurer	Marano, Tony	Seliga, Ed - Chair		Lalli, Paul
Gallagher, Zack	Merolla, Vance	Taylor, Faith - Secretary		McClellan, Harry

Roll Call (Quorum is 2/3 of 17 = 13)	Roll Call taken, quorum	No action required
Approve Agenda, Conflict of Interest, Antitrust Policy	Reviewed by Chair Directors introduced themselves	Prepare notebook of signed documents for each new Director
Selection of Board Officers via Dynamic Governance - Paul Lalli	Chairperson - Ed Seliga Vice Chairperson - Wayne DeFeo Secretary - Faith Taylor Treasurer - RJ Donnelly	Review By Laws for possible title change for Secretary and to allow Past Board Chair voting privileges for Officer Selection
Approval May, July, September, October, November Board Meeting Minutes (Attachments)	Reviewed for Approval	EW motioned for approval, GW seconded, all approved
2012 Year End Financials – Ed Seliga	ES - provided overview and orientation for new Directors P&L - income statement - \$1000 per day needed. 2 channels of income - events and grants,	No action required

	<p>Sponsorship, Membership fees, Gala and golf - fell short of goal, need more aggressive attention. Grants- targeted \$188,000, actual \$234,000 - this is the reason year ended strong.</p> <p>Sponsorships - needs attention, \$120,000 budgeted, actual \$37,500 - need improvement in 2013</p> <p>Financials - Budgeted to spend \$392,0000, spent \$352,000, \$40,000 below budget strong position</p> <p>Balance sheet - one year of budget sitting in bank - need financial drivers behind this to keep in bank</p>	
<p>Chair Report – Anastasia Harrison Greenbuild</p> <p>Hot Topics</p>	<p>Greenbuild - strong connection with Greenbuild - Form committee - start up in January AH & FB, FT in hospitality, ZG, VM, GW , RS, ES on Committee GW - Indicated that has been selected to serve on Greenbuild 2013 Program Working Group. Asked for volunteers to serve as industry expert reviewers as part of Greenbuild 2013 program selection process Round 2.</p> <p>Hot Topics - National Initiative - LEED courses to be College accredited courses.</p>	<p>Determine Strategy for Greenbuild</p> <p>Email Gregg if interested and he will follow up with details.</p> <p>No action required</p>
<p>Executive Director Report – Florence Block</p> <p>Grant Updates & Projections</p>	<p>Grant: Current grant for unemployed veterans and school facilities ends 5/31/13. Applying for \$450,000 grant - customized training - will know by beginning of February Asked for commitment from Directors for customized training of company employees to be completed by 5/31/13. \$100,000 in additional grant money available. Directors</p>	<p>FU with Directors for workshop dates and training courses.</p>

<p>Advocacy Contract with AJ</p> <p>Sponsorship Strategy</p>	<p>committed up to 130 employees.</p> <p>Advocacy - Consultant on retainer with contract for renewal by end of January. WD - Standard fee in Trenton is high of \$5000 low of \$3500 - USGBC NJ is well represented in Trenton. AJ has contacts with staffers and is very effective and connected with National.</p> <p>Sponsorship Strategy tabled to be discussed at Retreat</p>	<p>By 2/8 Retreat, Advocacy Committee to have 2013 plan with measurable goals and a 2013 Strategic plan to be included in contract with deliverables and priorities. WD motioned to renew contract with AJ Sabath, GW seconded with provision that a working plan to be developed, all approved.</p>
<p>New Business</p>	<p>AH thanked board for all the support she received. FT- 2/12/12 Green Tourism and Hospitality Conference hosted by Somerset Business Partnership. ES - Dates of 2013 Board Meetings</p>	<p>No action required</p>
<p>Adjourn</p>	<p>NEXT MEETING: Wednesday, March 13, 2013, 5:30 – 7:30 pm, Morristown Office (Retreat on 2/8 AM at Wyndham)</p>	<p>EW motioned to adjourn GW seconded, all approved. Meeting ended 11:25 am</p>