



BOARD OF DIRECTORS MEETING AGENDA
14 Maple Ave, Morristown, NJ
Wednesday, March 8, 2017, 5:30 pm

Amann, William	Gallagher, Zach	Merolla, Vance	Taylor, Faith –Chair	
Corrigan, James	Kalisher, Aaron	Rew, Dan	Till, James	Garrigus, Mary Ellen
DeHaut, Timothy	Kaplan, Matt	Seliga, Ed	Topping, Daniel - Treasurer	Villere, Medea
DeVos, David	Kasper, Tracey - Secretary	Serrano, Monika	Woodruff, Gregg – Vice Chair	McClellan, Harry

TOPIC	Discussion	Action Items
Roll Call (quorum is 2/3 of 16 = 11)	Meeting called to order at 5:35 by FTW, have quorum	None Required
Conflict of Interest, Antitrust Policy	Reviewed and approved	None Required
Approval January 2017 Board Meeting Minutes (Attachment)	Motion made to approve minutes, seconded and approved	None Required
Advocacy Report	Charles Burton reviewed Advocacy Report. Senator Bob Smith to speak at Gala.	Have meeting with Murphy’s staff
2017 February Financials	Financials reviewed. Audit Statement accepted. Would like \$20K in partnerships this year, grow member dues, look for other grants funding sources, keep expenses flat. Work with new ED.	None Required

TOPIC	Discussion	Action Items
<p>Chair Report</p> <ul style="list-style-type: none"> • Executive Director Search Update • Update on Grant Status • Partner/Aligned Chapters/Education Partner – status of MOU • Anticipated Revenue Sources for 2017 • Partnership Committee – Review/Revise Benefits • Retreat Outcomes • By Laws Review and Revision • New Director to replace Ana Meyer? • LEED for Cities 	<p>ED Search – To interview top 8 candidates. Interviewed 5 candidates and to interview 2 additional candidates. Make decision on finalists.</p> <p>Grant status grant – 2015 -16 Grant is completed. New grant is submitted and waiting to hear from NJDOL. Begin scheduling workshops in May.</p> <p>Partner/Aligned Chapters/Education – status of MOU – currently working on MOU to be submitted by the end of March. Will determine our own Metrics and KPIs.</p> <p>Revenue Sources for 2017 – Grow membership dues to \$15K. Anticipate \$20k in Partnership income, raise membership dues – review with new ED.</p> <p>Partnership Committee – Review USGBC NJ Partnership Benefits. Dan Rew and Monika Serrano volunteered to be on committee.</p> <p>Retreat Outcomes – New ED to review.</p> <p>By Laws – Chapter to be in line with By Laws. Review and revise – Committee to consist of Gregg W. Tim DH and Harry McLellan.</p> <p>New Director to replace Ana Meyer – not at this time</p> <p>LEED for Cities – Newark and Hoboken to be involved along with Chapter. Chapter to provide Best Practices for cities.</p>	<p>Continue interviewing process.</p>
<p>Education</p>	<p>To begin to schedule workshops in May – waiting to hear from NJDOL – expect to hear in March.</p>	<p>Once hear from NJDOL – begin to schedule workshops</p>

TOPIC	Discussion	Action Items
<p>Events Update</p> <ul style="list-style-type: none"> • Gala - sponsorships, ads, ticket sales <ul style="list-style-type: none"> ○ Last Minute Push ○ Overview of Timeline - speakers, presentations ○ Directors – Host to Gala Guests • Summer Social • Golf Outing • Branches/Committees update 	<p>Gala - Invite Press, growing participation by attendees and sponsors. Gregg W and Ed S to send press contacts to MV. Matt K to show video – Why LEED – during networking portion of gala. Directors asked to make last minute push for gala. Reviewed Timeline of events and presentations. Asked Directors to be hosts to attendees</p> <p>Summer Social – August 9th at Martells Tiki Bar in Point Pleasant.</p> <p>Golf Outing – Dan Topping to make connection with Black Oak Golf Club in Long Valley.</p> <p>Branches/Committees Update – Central branch is planning event for the latter part of Spring. Currently event is not in budget. May have to change location and date.</p>	<p>Continue to market gala and push for attendees and sponsors</p> <p>Need to make decision if offering Kid's event this year</p> <p>Dan T to send MEG contact info for Black Oak</p>
<p>Adjourn</p>	<p>Next Meeting, Wednesday, May 10, 2017 Motion made to adjourn meeting, seconded and approved.</p>	<p>Meeting Adjourned at 7:26 PM</p>