



BOARD OF DIRECTORS MINUTES
14 Maple Ave, Morristown, NJ
Wednesday, November 9th, 2016, 5:30 PM

Amann, William	Gallagher, Zach – Vice Chair	Meyer, Ana	Till, James	Anastasia Harrison
Corrigan, James	Kalisher, Aaron	Rodriguez, Nicole	Topping, Daniel	Garrigus, Mary Ellen
DeHaut, Timothy	Kasper, Tracey	Seliga, Ed – Imed Past Chair	Woodruff, Gregg - Treasurer	Villeré, Medea
DeVos, David - Secretary	Merolla, Vance	Taylor, Faith –Chair	Katharine Jaworski	Jason Kliwinski
			AJ Sabath /Charles Burton	Harry McLellan

TOPIC	Discussion	Action Items
Roll Call (quorum is 2/3 of 14 = 10)	Meeting called to order at 5:40 pm by Faith Taylor, have quorum	None Required
Conflict of Interest, Antitrust Policy	Reviewed and approved.	None Required
Approval September 2016 Board Meeting Minutes (Attachment)	Motion made to approve September Board Minutes, seconded and approved	None Required
Advocacy Update	Advocacy Report was reviewed by Charles Burton. Requested Charles to find speaker for Holiday Party. (See attached)	None Required
October 2016 Financials	Financials were reviewed. Without Gala in 2016, Directors were asked to support the Holiday Party and 2017 Gala with sponsorships.	

TOPIC	Discussion	Action Items
<p><u>Chair Report</u></p> <p>Executive Director Position</p> <p>Update On Audit</p> <p>Update on Grant</p> <p>Review and Update of Chapter</p> <p>Strategic Plan - Form Committee Sponsorship/Partnership and Membership Committees</p> <p>Conversation with Jeremy Sigmon</p> <p>Conversation with Cheryl Vance – USGBC Strategic Partner/Aligned Chapters/ Education Partner</p>	<p>ED Position – would like to have completed by 2nd quarter. Job Description sent to National, added to NJ website and Linked In and other Green Jobs websites. Resumes to be sent to MV. Search Committee = Aaron Kalisher, Bill Amann, Ed Seliga.</p> <p>Audit Form 990 was sent to GW</p> <p>Current grant – Need to submit final Expenditure Report New Grant – to submit by 11/16/16</p> <p>Central Branch is planning an event in November. North and South Branch need to be reenergized. Add to Retreat agenda</p> <p>Committee – Need to reenergize Education Committee and form a Sponsorship/Partnership and Membership Committees</p> <p>Jeremy Sigmon reached out to Faith to make connection with chapter and offer assistance.</p> <p>Prior to Board Meeting – met with Cheryl Vance, Enterprise Director, from National. To be rebooted as an Education Provider. Discussed opportunities as revenue source. To Provide MOU and put plan together</p>	<p>Prepare and use scoring to rank candidates.</p>
<p>Education</p>	<p>USGBC NJ needs to be rebooted as USGBC Education Partner. .MEG and MV met with Jason K to review educational offerings</p>	

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Elections	<p>2017 Board Election – Topping, Merolla, Woodruff will run for reelection to Board. Rodriguez will not run. Ed Seliga and Lisa SanFilippo will run for Board again. Board can have 17 Board Directors.</p> <p>Nomination Committee – Gallagher, Amann, Meyers, Taylor, DeVos.</p>	
<p><u>Events Update</u></p> <p>Holiday Party</p> <p>Silent Auction</p> <p>Retreat</p> <p>Gala</p> <p>Golf Outing</p> <p>Branches/Committees Update</p>	<p>Holiday Party – will ask Gala Sponsors to switch to Holiday Party Sponsors and continue solicit for new sponsors. Any tickets not used can be given to EPs. Have Celebration to honor Florence.</p> <p>Silent Auction to be held at Holiday Party. Board asked to donate items.</p> <p>Retreat to be held on January 20th at Wyndham HQ in Parsippany.</p> <p>Gala rescheduled to March 30th at the Place at Somerset Park. Need Gala Chair and sponsors. Have Florence Block scholarship for EP.</p> <p>Need to find location</p> <p>Central Branch to sponsor event at Princeton on November 14th. Forrest Meggers will present.</p>	
New Business	LEED for Cities in Newark-AJ to set up meeting.	

TOPIC	Discussion	Action Items
Adjourn	Next Meeting, January 20th, Wyndham, 14 Sylvan Way in Parsippany from 9 am to 11 am with retreat to follow. Motion made to adjourn meeting, seconded and approved.	Meeting Adjourned at 7:30 PM