



**BOARD OF DIRECTORS MEETING AGENDA**  
**14 Maple Ave, Morristown, NJ**  
**Wednesday, July 8, 2015, 5:30 pm**

Corrigan, James	Kalisher, Aaron	<del>Richardson, Jed</del>	<del>Topping, Daniel</del>	Block, Florence
<del>DeHaut, Timothy</del>	Kasper, Tracey	Rodriguez, Nicole	Woodruff, Gregg - Treasurer	Garrigus, Mary Ellen
DeVos, David - Secretary	<del>Merolla, Vance</del>	Seliga, Ed – Immediate Past Chair		Villere, Medea
Gallagher, Zach – Vice Chair	<del>Meyer, Ana</del>	Taylor, Faith –Chair	<del>AJ Sabath –Advocaacy</del>	<del>McClellan, Harry</del>

TOPIC	Discussion	Action Items
Roll Call (quorum is 2/3 of 13 = 9)	Meeting called to order at 5:55 by FT, do not have quorum	None Required
Conflict of Interest, Antitrust Policy	Reviewed and approved	None Required
Approval July 2015 Board Meeting Minutes ( <a href="#">Attachment</a> )	No quorum.	To be approved at November Board Meeting
Advocacy Report ( <a href="#">Attachment</a> )	Directors asked to review report	None required
August 2015 Financial Report and call to action	Financials were reviewed. Email sent to Directors to share and discuss solutions to deficit. Grant did not take effect until May-June 2016 and there was no overlapping grant as in previous years. Pipeline has grown, however assistance is needed to meet grant expenditure.	Each Director asked to secure one sponsor to chapter or Gala. FB to send sponsorship package to Board
Investment Proposals	Investment proposals were sent to each Director. Fund Managers had been interviewed. Wells Fargo suggested CD	GW to send summary proposal to Board – vote via

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	<p>Ladder approach – purchase CDs at quarterly cycles. FT and ZG recommends \$250K CD – GW will request specific proposal.</p> <p>Questions were asked if underlying investment green?            Can the Board review organizations like KIVA and NJ Community Capital - social responsibility? Organizations that fund green projects around state in small increments for individuals to enhance green businesses.</p>	<p>email.            FT and DDV – start out with \$5000 funding to social responsibility organization.</p>
<p>Organizational Update</p> <ul style="list-style-type: none"> <li>• Employee Handbook – Final Draft for Board Approval</li> <li>• Elections 2016</li> </ul>	<p><u>Employee Handbook</u> – Tim DH reviewed and added phrase about Telecommuting. Ready to put out for email vote.</p> <p><u>Elections 2016</u> – Nominating committee will consist of Gregg W. (chair), Vance M. Nicole R, Dan T. and Ed Seliga. Two year term is ending for 9 directors. Request made for Directors to inform the chapter of intent to run again.</p> <p>FB made the point that to have active Board -it is about vetting Directors who will attend Board Meetings scheduled every other month and introduce people who are passionate and share the vision.</p>	<p>FT asked staff to review and ask questions.</p> <p>To have email vote to adopt the Employee Handbook.</p> <p>DDV – what is the best number of Directors historically?</p>
<p>Gala Update</p> <ul style="list-style-type: none"> <li>• Awards</li> <li>• Honoree</li> <li>• Silent Auction</li> <li>• Music</li> </ul>	<p><u>Awards</u> – Award winners have been announced. Student nomination deadline extended to 9/30.</p> <p><u>Honoree</u> – Executive Committee accepted LG as Honoree</p> <p><u>Silent Auction</u> – 2014- made \$10,000. Goal this year is \$20,000. Each Director asked to secure Auction items. List of suggested items included in Board Documents</p> <p><u>Music</u> – Band secured</p> <p><u>Sponsorships</u> - Isabel Turner to make sponsorship calls as well as board members to reach out to their contacts</p>	<p>Possibility of short video on each award winner. Secure Video Sponsor. More professional presentation on awards. (MEG and MV will check with NJIT, Stevens, and Rutgers to see if we can retain team to provide videos)</p> <p>Each Director asked to secure one sponsor to chapter or Gala</p>

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Grant Update	<p>Grant ends April 2016 with possible extensions. New Grant will be available 2Q 2016 – FB will apply. Support sought to fill the pipeline. Asked Directors to commit to hold one to two workshops.</p> <p>ZG – will teach a water workshop</p> <p>Wayne DeFeo is a potential instructor for Workshop on Waste Management</p> <p>Suggestion made to offer free webinars for membership</p> <p>Possible workshops for J&amp;J, Advanced Solar Products, Chubb, Natural System Utilities.</p>	<p>Wyndham – 2 workshops</p> <p>Mack- Cali – Webinar – corporate sustainability for tenants</p> <p>Each Director to submit FEIN and DUNS for DOL approval</p>
<p>New Business And Wrap up</p> <ul style="list-style-type: none"> <li>• 2016 Retreat Date</li> <li>• Capstone</li> <li>• Greenbuild</li>   <li>• Metrics</li> </ul>	<p><u>Retreat</u> – Directors requested that Retreat occur in January.</p> <p><u>Capstone</u> – Per ZG, will occur next year</p> <p><u>Greenbuild</u> – USGBC NJ invited to be a part of Jason Kliwinski’s exhibit.</p> <p><u>Metrics</u> - Reviewed</p>	<p><b>Update on Retreat date.</b> New Date is Friday Jan 22.</p> <p>FB to get details and check on possibility to host a gathering</p>
Adjourn	<p>Motion to adjourn and seconded.</p> <p>Next Meeting on Wednesday, <b>November 11, 2015,</b> <b>Morristown office</b></p>	<p>Meeting Adjourned at 7:41 PM</p>