



USGBC NJ Board of Directors Meeting
Langan, 300 Kimball Drive, Parsippany, NJ
Wednesday, September 12, 2018, 5:30 pm – 7:30 pm

Amann, William	Kasper, Tracey - Treas	Seliga, Ed	Till, James	Garrigus, Mary Ellen
DeHaut, Timothy	Merolla, Vance	Serrano, Monika	Topping, Dan – Vice Chair	Villere, Medea
Ford, Jessica	Rew, Dan- Secretary	Storm, Brittany	Wehnert, George	
Kaplan, Matt	Savage, Caroline	Taylor, Faith –Imd Past Chair	Woodruff, Gregg – Chair	

TOPIC	Discussion	Action Items
Roll Call (quorum is 2/3 of 15 = 10)	Meeting called to order at 5:40 by Chair. Do not have quorum	None Required
Conflict of Interest, Antitrust Policy	Reviewed	None Required
Approval July 2018 Board Meeting Minutes (Attachment)	Do not have quorum.	Send July Minutes via email to Directors for approval.
Advocacy Report	AJ Sabath reviewed Advocacy Report.	AJ's contract with the Chapter will end in September.
August 2018 YTD Financials	Financials not reviewed.	None Required
Chair Report <ul style="list-style-type: none"> • Current Grant • New DOL Grant discussion 	<p>Current grant – NJDOL grant has expired. July submission was approved - \$10,000. Final submission August submission will be approx. \$2400.</p> <p>New DOL grant – USGBC NJ will apply for the new grant. LOI is due 9/19 and the application is due 10/3. Chapter might be considered high risk as it has not used all grant monies for last 2 grants. Working on list of new grantees to add to consortium.</p> <p>In new grant – have 1,2 4-hour workshops.</p>	



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<ul style="list-style-type: none"> • Communications and Marketing Update • Golf Outing Update and Call to Action • Discuss Plan for Chapter Business Plan • Universities Event Summary and Call to Action • Director's terms due to expired at end of 2018 	<p>Question to be explored – do we want a new grant for all education or do we want to determine a charge for training per hour and offer to companies. Cannot receive money from the grant and charge for the same company for the workshop.</p> <p>Communications/Marketing Update: MV is researching Social Media. Found that our e-blasts and Facebook should be 80% content and 20% promotion. New Facebook page has been created. Using LinkedIn for business contacts. Website – Best to go to one website – Wild Apricot. Currently, website changes are very time consuming</p> <p>Golf Outing – DT - Request to AJ to provide dinner speaker for golf. Dan request all Board members to be involved with Golf with goal to triple attendance. Current attendance is 38.</p> <p>Chapter Business Plan – GW discussed going forward with sub-committee recommendation to work with Wayne DeFeo for evaluation and planning at \$20,000 for 8 weeks. Motion made to accept Wayne's proposal, seconded and approved.</p> <p>Universities event – CS – This will become an annual event. Gregg will get a firm commitment from John at Stevens for location of event. Caroline has saved dates at Princeton University as backup.</p> <p>Director Term expire at end of 2018: The following board directors will run for another term – Serrano, Kaplan, Topping. The following director will not run again – Merolla</p>	<p>MV asked Directors to send content, case studies, and articles and projects.</p> <p>Speaker request from AJ. Dan T requested all Board Members to be involved with Golf Outing.</p> <p>GW to John at Stevens. Need date to be confirmed.</p>



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	The following directors are undecided – Rew. Seliga, Woodruff.	
New Business	No New Business	
Adjourn	Motion made to adjourn meeting, seconded and approved. Next Board Meeting, Date and Location - TBD	Meeting Adjourned at 7:30 pm