



MINUTES:

Board of Directors Meeting

September 8, 2014

4:09 – 5:44 pm

Location

CT Business & Industry Association
350 Church Street
Hartford, CT

Board Attendees:

Officers

Pat McDonnell, Vice-Chair
Aris, Stalis, Treasurer (tele)

Board Members, Board Advisors, Committee Chairs

Wayne Cobleigh (WC), Adam Ney (AN), Moinuddin Sarker (MS), Judy Swann (JS).

By teleconference: Brian Dwyer (BD), Gil Kernan (GK), Leon Levine (LL), Tom Newbold (TN), Tom Nichols (TN), Mark Robbins (MR), Jeanell Oriabor (JO), Ross Spiegel (RS), Lindsay Suter (LS), Whitney Talcott (WT).

Call to Order: Pat McDonnell

Opening Round: Responses to - Why did you join CTGBC?

Minutes: Judy Swann - Motion to approve RS, WC seconded. Minutes were approved as submitted.

Operations Division: Brian Dwyer

- Teleconference quality evaluation.
- Reception at CBIA reported as high quality.
- Attendees need to recognize those on the phone and speak up throughout the meeting.

Membership/Sponsorship discussion: Tom Newbold - Lapsed members

- Board volunteers need to contact lapsed members armed with scripted questions
- TEN to draft a survey script and email to board members for editing and evaluation this week
- TEN and Operation Division chairs to revise and finalize script
- Calls to be made by volunteers or board members will be assigned a list (monthly basis)
- BD volunteered to call page 1
- TN volunteered to call page 5
- E-mail TEN the page you volunteer to call
- PM suggest we include lapsed sponsors in our retention calls
- BD used Peter Stevens of All-Solar as sponsor example. TN agreed to contact Peter Stevens.

Nominating Committee: Aris Stalis

- First Nominating Committee meeting 9/9
- Ten new nominees have come forward plus five board members seeking re-election
- Capitalize on the strong showing of volunteers even if not selected as candidates

Strategic Planning & Mission Statement

- WC inquired about the final copy
- Final copy sent to USGBC

Mission Statement - tabled to October meeting

Awards Competition: Lindsay Suter – reported on the jury proceedings, City of Bridgeport the big winner

- Discussion of notifying winners and losers. LS offered to notify the losers. KOH to notify winning projects.
- LS read the list of winners, not to be distributed by board members
- JS reported attendance currently at 16. Winner notification triggers an increase in attendance
- PM: Important to get the information about winners out to those involved and to the public
- LS listed winning projects
 - Student Awards** – Honor: 179 Scranton - New Haven - Yale School of Architecture
Merit: Nepal Solar – Hartford High School
 - Residential Multi** - Gateway @ 570 State
 - Commercial** – CVS, West Haven
 - Residential Single** – 119 Bishop St - New Haven
 - Green Advocate** – CT Green LEAF Schools
 - Alexion Award of Excellence** - City of Bridgeport BGreen2020
- AN: Suggested that PR be sent out to CT Post, Hartford Courant, New Haven Register and some weeklys. AN to start working on PR immediately.
- JO to forward to AN the Jury presentation of winning projects. AN: PR sent a week ahead of the event, NIC content of event – focus on the winners; jury comments
- Winners to be notified the week of 9/8.
- Consensus: Next announcement to our contact list should contain the list of winners. Knowing who won may increase attendance
- Two free guest passes available per winner, but other guests should be encouraged to attend
- LS to contact KOH about getting the word out to winners. Needs winner template letter. PM + AN offered to help inform the winners.
- Suggestion to call the winners, email to those who didn't win. Critical to get the word out.
- AN to make the PR more relevant

Awards Event: Jeanell Oriabor - Submission process did not go smoothly.

- Submitters could not upload information or make payment when site protocol crashed.
- A work-around via emails and links was developed.
- Protocol needs to be re-created to prevent default happening again.

Whitney Talcott: Kishmish contract originally provided for two support people, IT/software developer who created the protocol left the company and has not been replaced.

AN requested the evolution of Kishmish relationship

- Exhaustive selection process was conducted by the Steering Committee. KM selected as a bigger company, provided competitive proposal.
- Kishmish built a submission protocol for us that wasn't robust enough.
 - Option 1 – Explore Wild Apricot who now has a submission package option as well.
 - Option 2 – Kishmish rebuild failed submission program.
 - Option 3 - Engage a new company
- PM suggested developing a task force to study – JO, WT, JS will be part of the task force. LL and PM volunteered to serve as well.
- Task Force first Agenda item should ask Kishmish why the program didn't work and what they are going to do about it. Rebate. Remedial action
- JS previously distributed our contract with Kishmish. Roll-over minutes apply. Currently on a maintenance track.
- Deliver a workable package w/o additional payments
- BD suggested task force clarify overly cumbersome event registration multiple email responses
- JO suggested pricing for submitters to attend should not be full price. JS those paid to date have paid full price. Submission fee includes free admittance to awards celebration.

LS: Everyone should recognize JO efforts when website crashed.

Green Apple Day of Service: Jeanell Oriabor for Eddie Widofsky

- Event occurring at Hartford High School; EW provided a link for registering to work at HHS.
- Other service days could be organized throughout the year. HHS not only event going on in Hartford. Green Apple Day of Service Participation welcomed. RS commented on Fletcher-Thompson GADS event

Living Building Challenge collaboration in November – Contact is Melissa Kops. Presentation and networking,

UTC Tech Council presentation on Thursday which includes CTGBC information.

Bike Rack: JS: Need to replace Emerging Professionals chairman. Dominic Uvino membership lapsed.

- Approximately 25 members seeking participation in EP's.
- Due to lack of organization, there have been no event plans.
- RS: Young professionals move firms frequently.
- Find a new leader who will commit for one year. WC inquired about an EP Job Description Co-chair position would be primary.
- AN suggested Mimi Cedrone for an EP leadership position.
- JS to discuss EP change with LP.

- WC: Sponsorship recruitment has not been pro-active. He had sent a sample piece that would identify us and our demographic to be used as a template for CTGBC.

- JO: Requested anything about sponsorship for slide show at awards event. AN nixed slides, prefers a paper hand-out. PM commented he enjoys them.
- A Platinum Sponsor information table is planned at the awards event. Develop collateral industry information; Include membership profile pie-chart. % Architects, % Engineers, etc. Need a killer one pager....

Closing round. Thanks Adam for hosting this board meeting.