

WNCGBC Board Meeting - Meeting Notes

Date: February 4th, 2008
Location: Earthfare Conference Room



Kevin Ward	
Marcus Renner	
Maggie Carnevale	1
Jack Bebbler	1
Mary Love	
Emily Coleman-Wolf	
Geoff Ferland	
Michelle Spevak	1
Hans Doellgast	
Frank Gomez	2
Paul Reeves	
Chad Lloyd	
Carl Donovan	
Candace Black	
Matt Siegel	
Maggie Leslie	1

1. Treasurer's Report
 - o See attached
 - o \$10,683 net income for month
 - o \$7000 of income is green bus stop grant

2. Committee Reports
 - o Social-
 - Solar thermal - Feb. 6th 6:30pm Buyers Agent office
 - First Wednesday of the month
 - Candice has organized the next couple of presentations - March, Tom from Earthpaint and April, Josh Ballard (landscaper) about invasive/native plants.
 - o Speakers
 - Classes going well. Intro classes sold out. 1st 201 class went well.
 - We are talking to Beverly Hanks about a class for real estate agents.
 - We're giving classes further away now -

Marcus is giving HBH class in Murphy, Candice presented in Cullowhee.

- Dillsboro wants help to go green as a town.

3. Directory Update
 - o 1st Proof has been examined and returned. There will be 2 more opportunities to proof it. February 7th & 14th. The first print will be on February 21st. The distribution will begin on March 3rd.
 - There were 40 some pages of ads. We will need to discuss how to reduce this for next year.
 - 18,000 copies will be printed.
 - o Party will be at Grey Eagle – Saturday, March 29. (\$500)
 - The band time slots will be 6 – 7, 7:30 – 8:30, 9 – 10:30
 - No bands have been contacted yet. This will be dealt with soon.

4. D & O Insurance
 - o The policy was instated 1/08
 - o \$1312/ yr for \$1,000,000 Split Limit (Employee, D & O)

5. LEED for Homes
 - o Maggie attended training for this in Atlanta. We are talking with Southface about going through them.
 - o It will cost about \$3,000 start fee for a house
 - o We are trying to get a training course in this area for Contractors and / or for Accredited Professionals.

6. Universal Design House
 - o Small coalition in Murphy wants to build a showcase green home and would like to work with us on it and would like us to be the Non-profit for their donors.
 - o We need to look at their Bylaws or Mission Statements and talk about the long term plan for the building before we vote.

7. Upcoming Preservation Month (May)
 - Look at possibly sponsoring an award in conjunction with the Preservation Society
 - Possibly have a work day on the Preservation Society Office
 - Talk further about this in March or April

8. Strategic Planning
 - Short Term
 - Complete tasks identified as priorities by Non-Profit Pathways
 - Form committees to accomplish these tasks. All board members must be on one of these committees (in addition to any other committee they serve on). These committees need to meet at least one time before the next board meeting and preferably enough to either accomplish their tasks or have a good start.
 - Committees
 1. Grant writing – Mary Love (Chair), Maggie Carnevale
 2. Personnel Policies & Procedures - Emily (Chair), Paul,
 - Use information gathered from other non-profits
 3. Finance Policies - Geoff (Chair), Carl, Chad
 - this is probably a longer committee
 - annual operations budget & goals
 - look at 1 year & 5 year outlook
 - analyze trends of past & potential future
 4. Roles of Board / Job Descriptions for Staff – Marcus (Chair), Hans, Kevin
 - Prepare and refine job descriptions
 - Staff Job Descriptions
 - Candice: Outreach Coordinator
 - Works on planning Classes, Workshops, Social Events, Distribution of Ads, Expanding beyond Asheville and Buncombe County; works on updating Memberships on website and database; and works on producing newsletters. Green Bus Stops project and similar projects. Bookkeeping, Tours, Field Trips, Directory, Outreach and talking to various communities, Weekend/ evening workshops, Volunteer Coordination, Projects in Schools.
 - Maggie: Program Director
 - Healthy Built Homes Program and LEED for Homes.
 - Matt: Director
 - Current projects: HBH, Tours, Directory, Hotline – 2 / 3 calls a day, Appalachian Offsets – speaking to businesses, Expanding Classes, LEED Projects
 - Future projects: Expanding Information / Directories to Permit offices all over and talk about a rebate for HBH, Solar Tax Credit expires this year – look at larger Commercial Applications – panel discussions, contact building owners with 10,000 sf south facing roofs, Build a self-contained traveling Green Home.
 - Long Term Planning
 - Once grant is completed it may take 6 months or more to get assistance.

9. Health Insurance for Employees
 - More options need to be explored on this.
 - Possibilities include a monthly stipend, a savings account, a company insurance

Next Board Meeting: **Monday, March 3rd, 5:30 PM, Earthfare**