**Minutes for June 11th, 2013 NEHERS Board**

**Time: 3.00 pm Web link:** https://global.gotomeeting.com/join/801830933

Attending: Emelie Cuppernell, Mike Browne, Bruce Bennett, Peter Harding, Lois Arena, Tony Lisanti, Eurihea Speciale (late)

Absent: Enoch Lenge, Matt Dudley

Month off for Board meeting in August

Secretary’s Report (Emelie)

* Approval of minutes of last meeting- May minutes approved

Treasurer’s Report *(Lois)*

* Financial update- $72,000 in the bank
* Payables authorization – $3943.65 needs to be authorized. Motion to approve by Lois, seconded by Peter, all approved.
* Separate account for Manual funds- The Board voted to set up separate account for manual funds. Check with Serra to see what they recommend.
* Serra broke out Manual fund line items- but it is still under our income, so we need Serra to break it out differently.

Training Committee *(Bruce)*

* Spring 2013 training class status *(Laurie)*
	+ June class – went on as scheduled with last minute decision on cancellation- one student had pending funding. Chose to go ahead and student got funding.
* When to cancel trainings - one week or 10 days prior would be ideal, but many people sign up last minute. Training Committee should review refund policy and late sign up policy.
* Fall Training RFP update – have been awarded and one venue is booked, the other Mike Browne will be looking into.

Professional Development Update *(Enoch)*

* June call – DET testing panel call: Peter, Tony, Mike, and others
* We will skip August webinar, nothing lined up for July
* Future topics- Laurie will check in with Enoch
* Approval for AIA credits- Need to become a member with a with annual fee of $600+
	+ Not our target audience, so maybe not worth expense
	+ Might be worth tapping into broader audience – check how many past students have been architects.
* Google Adwords- cost for the spring was $836. The data we have doesn’t indicate that anyone has come to our trainings from these ads. Likely won’t continue for next cycle, committee should do more research.

Membership/Communications Committee *(Peter)*

* Supplier member application updated

Technical Committee *(Tony)*

* Manual funding update status
	+ Candidates- 3 editor applications: Megan McDonough, Paul Raymer, and Conrad Metcalfe. No applications for Project Manager. Ask these candidates if they want to be Project Manager. PSD has someone interested who will submit an application.
* Funds update *-* Still waiting on NJ and CT- having difficulties with checks getting to the right place with NJ. It has been processed.
* CSG and Paul Raymer are moving ahead on their sections
* The BER is interested in doing the mortgage section.
* Looking into possibilities for an electronic version of manual

Code Committee *(Mike B)*

* Continued meetings – nothing major to report

QAD Committee *(Emelie)*

* Nothing major to report
* Submitted comments on the RESNET registry – Public comments are on RESNET website
* Will plan to send out a notice on public comments- put in google drive QAD folder

Other Business

* August Board Meeting was cancelled- checks will be approved by email
* Revisiting 2012 retreat notes and ideas – Have another meeting to focus on this
	+ Send Retreat notes to Board and discuss in a September meeting
	+ Budget for 2013/2014- Peter and Eurihea will work on this for next year
	+ Projecting growth, staffing projection, using subcontractors for specialized ongoing projects was discussed

Meeting adjourned 4:45pm