**Agenda for April 8th, 2014 NEHERS Board**

**Time: 3:08 pm Web link:** https://global.gotomeeting.com/join/801830933

Attendance: Matt Dudley, Michael Browne, Tony Lisanti, Eurihea Speciale, Laurie DiDonato, Jennifer Parsons, Bruce Bennet

Not Present: Frank Swol, Doug McCleary,

* **Announcement/Reminder**
	+ Select new time for BOD monthly meeting
	+ Doug cannot make the usual Board meeting time. Jenn will almost always be a little late. Do we want to change the time? We tried a poll and could not find a better option.
	+ The 3rd Tuesday 1-3pm seems to be the most available slot. Matt Dudley has a meeting during half of this time slot and will follow up with his flexibility to shift this meeting.
* **Secretary’s Report *(Emelie)***
	+ Approval of minutes of last meeting
		- March, 2014
		- Michael Browne made a motion to approve, Eurihea second, all in favor, none opposed, Matt abstained.
			* Eurihea thought he had a minor correction but could not remember
* **Treasurer’s Report *(Jennifer)***
	+ Financial update
	+ Payables authorization
		- Registered agent fee paid for VT & NJ
		- Have annual report due for NJ in April, $50 fee
		- 2 charges for Serra this month
		- Motion to approve $3,356.53 by Jennifer, second by Emelie, all in favor, none opposed
	+ Separate account for Manual funds – done, need more stuff signed
	+ Chase account is open for regular transactions, Peoples united bank account has been opened for manual funds, the account is not “officially” open. Need Euriheas signature on some paperwork, trying to figure out the logistics of getting these signatures given that Eurihea is not close to a Peoples United Bank.
	+ Annual Report due in April to NJ with small fee
	+ Amendment submitted to VT to change mailing address to Laurie DiDonato’s home address
* **Training Committee *(Bruce)***
	+ Rater Training Update
		- PSD was awarded the online course
		- Met last week and reviewed pricing
		- Dates set for online training
	+ New Training Proposal Update
		- ERM awarded the classroom portion
		- Dates not set yet
		- Listed online with no dates yet so people know it is coming
	+ Website needs updating to include new information
	+ Pricing review, should we list the exam prices separately
* **Technical Committee *(Doug)***
	+ Tech committee update on the manual
	+ Manual budget status
	+ MF guidelines and how to communicate to all provider and raters
		- No more whole building modeling or testing – has been confirmed to be unreliable and incorrect method of testing and modeling
	+ RESNET amendments to technical standards – currently looking at the following three items
		- Consistency of HERS Rating discussion during meeting
		- RESNET PDS – 1
		- Proposed Amendments to chapter 3
	+ Review of manual before and after Raymer edits
		- Edits are all in, a few flow charts in EEM section that need formatting.
		- Expecting final version by Wednesday 16th
		- Desire to push this out quickly and then keep updates coming.
		- Should the cost of the electronic logo be included as a NEHERS membership benefit?
		- We have permission to use the material from the DOE website
* **Manual Design/Marketing Group *(Matt, Mike, Laurie, Emily Smith, (Frank))***
	+ First meeting date?
	+ Roughly 50% of the funds still available
* **Professional Development Update *(Frank)***
	+ Future topics
		- April – Multifamily w/ Gayathri
		- May – whole house monitoring (swap w/ QA updates?)
		- June – QA updates
	+ Ideas
		- RESNET ANSI Standard – reach out to current development committee to see if they have a representative to address this
		- Ventilation testing
		- Software/standards update for fall sometime?
* **Membership Committee *(Matt)***
	+ Membership status
* **Communications Committee *(Matt)***
	+ Update – website, marketing plan for 2014
	+ Website undergoing updates – new training platform
* **QAD Committee *(Emelie)***
	+ Consistency of HERS Index call for ideas
	+ QAD email/hotline – announcement of updates to QA standards language
	+ Consistent process for complaint resolution
	+ Developments
* **Code Committee *(Mike B)***
	+ NE code developments
	+ Consistent process for submitting documentation for code compliance
* **Other Business**
	+ 2014 goals and priorities:
		- NEHERS Core Strengths:
			* Monthly webinars
				+ One month to make up already, but have sponsor calls to fill in gaps
			* Rater Trainings
				+ Training restructuring project
				+ Schedule and fill 4 classes
			* Reference/training Manual
			* Membership/sponsorship
		- Budget for 2014 – volunteers needed
		- 2014 bi-annual retreat – where to hold?
		- Need to select new bank for deposit account: need more permanent solutions
		- Community Bank NA in NY a possibility
		- Projecting growth, staffing projection, using subcontractors for specialized ongoing projects
		- Website maintenance, updates, etc.
	+ RESNET matters:

4: 47pm Tony made a motion to adjourn, second by Mike – all in favor none opposed.