



MISSISSIPPI CHAPTER

July 18, 2008

USGBC MS Provisional Chapter Leaders Meeting
CCD Architects' first floor conference room, 12:00 to 1:00 PM, Jackson,
MS

Present:

Perry S Richardson: perry@ccdarchitects.com;
David Hardy: david@offisouece.com;
Sheryl Fox: Sheryl@ccdarchitects.com;
Wade Thompson: mwt@duvalldecker.com;
Lauren Chapman Thompson: Lauren@ccdarchitects.com;
Sherry Ferguson; sherryf@netdoor.com;
By conference call:
Jennifer McLean: Jmclean@chapters.usgbc.org;
North MS Branch Organizing Group Guest:
Dustin Bass, Oxford, MS
Laura Williams, Tupelo, MS

We were introduced to Dustin and Laura our phone guest.

Decisions:

1. The group accepted the minutes from June 20, 2008.
2. The 7-18--2008 Agenda was accepted.
3. Friday August 22nd, 2008 at noon in CCDs' first floor conference is our next leaders meeting.
4. Focus (Fall Member Meeting): Wade will send revised preposed By-Laws to our members for review and comment. The final version will be voted on this fall.
5. A decision as to who will be going to the All Chapters Retreat August 15th to 17th will be confirmed with Perry ASAP. We have some volunteers and



selected representatives for the SERC: Sept 5th and 6th meeting and the

SERC at Greenbuild, Nov 17th in Boston to be confirmed by those interested.

6. Treasurer's Report: David said that the 501c3, CPA Review, Power of Attorney, and Insurance Quotes work is on going. The official forms have

been submitted, one re-submittal is being handled. Insurance has price

snags so David is still shopping, but we agreed that he needs to take

out minimum insurance for us soon. We have some money in the treasury

and each Committee needs to determine their forecasted fall and 2009

operating budget and to submit them to David and the leaders group

for consideration.

7. Jennifer led us through some ideas of sequence and of preparing for the fall

events and Chapter Business and she will work with all of us to fine tune

details. See her notes at the end of these minutes.

8. Wade shared his draft ideas with Sheryl for her welcome package and letter of

membership. He will clean up the details resubmit.

9. Sheryl will work with Jennifer and others in our group to develop this years'

Fall (Late October) Membership Event. A ballot Box could be set up then

for Board Member voting.

10. Wade will work with Jennifer on details of the Elections and Bylaws Process

which will coincide with National's this fall.



Announcements:

The LEED-NC workshop was full and successful on June 27th.

We are to propose names for a nominating committee. They are not to be anyone that will stand for our first Board Members group. A group of officers will be voted in this fall by our MS membership group.

Wade is contacting Shawna at Guild Hardy Architects who has expressed interest in developing a Branch of the MS Chapter of the USGBC for the gulf coast area. Wade will welcome her to visit or to call in for our next meeting.

We are excited about the interested groups in the North and South MS that wish to become involved and will work to support their efforts.

Jennifer McLean shared this with us:

Note: in every instance 'candidates' may refer to current Leadership Group members who choose to run for election

SEPTEMBER

The Chapter Board will form a Nominating Committee to issue a call for candidates for the first elected Board of Directors. The Nominating Committee will also screen candidates for basic qualifications: live/work in MS, full member, among the professional categories listed by USGBC. Those individuals on the current Leadership Group who wish to run for election should not be part of the Nominating Committee. A separate Advisory board may be formed, consisting of past leadership and non-voting, who advise the Board. According to the bylaws we are working under, there are 7 to 11 Board seats and terms are 2 yrs.

Finalize the revisions to the Bylaws and make public by posting on website and distributing to membership via listserv. Members are asked to read, call or email with questions, and come to vote on the proposed bylaws at the fall meeting with 30 days notice of the meeting.

OCTOBER

- Nominating Committee has reviewed nominations and is ready to post the candidates' information on the website
- Candidates are invited to attend the 'First Friday' luncheon in order to introduce themselves to the members attending
- Fall Member Meeting: the program includes: instructions for voting on the proposed bylaw changes (we will have an ordinary ballot box set up and checklist of members) as well as an opportunity to meet and talk with the Board candidates.
- Nominating Committee (w/help of Jennifer) will set up the on-line ballot in preparation for Nov. elections



MISSISSIPPI CHAPTER

NOVEMBER

- On-line election period. No set period of days is specified in our bylaws.
- Results are tallied and reported to the Leadership Group; once verified by the Leadership Group, the election results will be announced to the membership

DECEMBER

- Board welcome and transition meeting and/or social

JANUARY

- The newly elected Board meets for the first time, elects their officers.
-

Jennifer McLean, LEED® AP
USGBC Chapter Growth Consultant - Southeast
tel: 828 437 5606
mobile: 202 615 0243