

**USGBC – St. Louis
Executive Committee Meeting**

Date: February 23, 2006

Time: 7:30am

Attendance: Emily Andrews
Gary Adelman
JoAnn Brookes
Suzanne Johnson Crocker
Deb Frank
Jordan Heiman
Dan Jay
Punit Jain
Pat Justis
Mary Ann Lazarus

Apologies: Ralph Bicknese
Rich Janis

- I. January Meeting Minutes approval postponed. Send comments to Emily or JoAnn.
- II. Budget
 - A. Changed to reflect Ameren discussion
 1. 2006 Budget - \$20,000 from Ameren grant and \$20,000 from USGBC matching grant
 2. 2007 Budget - \$5,000 from Ameren grant and \$5,000 from USGBC matching grant
 - B. Budget approved with amendments
- III. Membership Chair
 - A. Need committee chair
 - B. Frank Lorberbaum suggested
 1. Kennedy is a national member.
 2. Punit to follow up.
 - C. *Follow up:* Rich Janis has nominated Steve Andert from Wm Tao.
- IV. Ameren
 - A. Need to develop evaluation criteria.
 1. Selection committee to be established – will be separate from Task Force.
 2. Mary Ann nominates Ralph Bicknese and Rich Janis. If Ralph unable, Mary Ann can help out.
 - B. Task Force shall determine if teams have more than one opportunity to submit proposals.
- V. Regional Council
 - A. Punit passed out hot topics for Heartland Chapter and asked for input. Send comments to Punit and Merrilee.
 - B. Next meeting – March 30-31.

- VI. Communications
 - A. Resolving issues from January
 - B. Branding to be completed by March 31.
 - C. Anticipated press releases for the 1st quarter
 - 1. 30 registered projects in St. Louis
 - 2. New Orleans principles
 - D. Issue "People in the News" to local media outlets
 - E. Need future forecasts when other committee need communications assistance.
 - F. Continuing to developing media contacts
 - G. Issuing program schedule in "What's Happening" section of BJ and PD.
 - H. General – don't issue e-mail announcements until graphics worked out.
 - I. Add media inquires link to the chapter website.
 - J. Update website to have Emily as Chapter Coordinator.

- VII. Finance
 - A. Sponsorship letters to be issued by the end of the month.
 - 1. Staff to write letters and back-up information.
 - 2. Exec Comm members to add personal notes.
 - B. A decision was made at this time not offer multi-year sponsorships.
 - C. Need major fundraiser – Green home tour?

- VIII. Membership
 - A. Need process to respond to new members.
 - B. New members from National have not been updated
 - C. Question came up as to which chapter gets revenue for multi-office firms. Emily to look into.

- IX. Outreach
 - A. Need to establish LEED-Homes subcommittee
 - 1. Cheryl Robinson interested in heading
 - B. Entire committee and subcommittees alternate months when meeting.
 - 1. Higher Ed. – 1st Wednesday of the month
 - 2. Government – 2nd Wednesday of the month
 - C. Announced subcommittee chairs.
 - 1. Higher Ed. – Dan Hellmuth
 - 2. Government – Ralph Bicknese
 - D. Clayton mayor and Sunset Hills mayor signed Climate Protection Agreement.
 - E. Punit is on Environmental Committee in city of Clayton.
 - F. Pat to pursue LEED training modules. Gary to assist

- X. Programs
 - A. 127 attendees at February's program.
 - B. 10 new members.
 - C. Programs set through summer
 - D. October program
 - 1. LEED-Homes is topic
 - 2. Need guidance in program discussion
 - E. Need program focused on Higher Education to compliment Outreach's work.
 - F. Other possible programs
 - 1. New wind farm in Missouri – Tom Carnahan, developer
 - 2. Hillary Brown – 2007 program

- XI. Other
 - A. March 2007 – NAHB holding Green Building Conference in St. Louis
 - B. Membership webcast from National – Suzanne issued slides from webcast.

C. Market Street Charrette

1. Results to be published in March at AIA Chapter meeting
2. Location: Old Post Office. Time and date TBD.

D. The Ville Charrette

1. Members of The Ville neighborhood have approached AIA for charrette.
2. *Follow up:* Charrette to be held on April 22 (Earth Day) in Ville neighborhood.