

US Green Building Council - St. Louis Regional Chapter

Board Meeting

January 24, 2008

7:30 – 9:00 am

Meeting Minutes

(Submitted by Thomas Schultz)

Attendees: Emily Andrews
Rick Hunter
Punit Jain
Pat Justis
Thomas Schultz
Kurt Thompson
Mark Woolbright

Regrets: Steve Andert
JoAnn Brookes
Deb Frank
Jordan Heiman
Paul Todd Merrill
Bob Zagar

Opening Round

Administration

1. December Board Minutes discussed but not approved.
2. General Discussion of legislative efforts in the City of Clayton.
3. January Board Retreat to be held January 26, 2008 (8:30am-2:00 pm)
4. Next Board Meeting – Thursday, February 28, 2008
5. USGBC St. Louis Regional Chapter Upcoming LEED Workshops:
 - LEED CI on February 21, 2008 at Maryville University
 - LEED NC on March 4, 2008 at RCGA Regional Collaboration Center
 - Chapter LEED AP CLASS at Commerce Bank Education Center
 - LEED Homes on March 14, 2008 at Ameren Headquarters
6. Punit Jain described the USGBC National Strategic Planning Committee.

The national USGBC has hired an independent consultant, Meridian Institute, to assist in the development of this Strategic Plan. Punit Jain is one of the six national Board members serving on this Strategic Planning Committee. The national committee is now accepting input from local chapters. There are six questions utilized in this study. Punit will send Strategic Planning Committee Survey Sheet to all St. Louis Chapter USGBC Board Members. July, 2008 is the target completion date for the Strategic Plan. This process will help local chapters in the development of their own strategic planning process.

7. Financial Discussion by Emily Andrews:

- a. We are in the process of an external audit as required for our organization.
- b. Financial Report for 2008 has certain changes projected including the addition of a Part-time Assistant for our Chapter.
- c. Discussion of Ameren UE Grants. (Board may discuss any possible options for continuation of this grant to assist customers in the costs associated with applying for LEED Certification.)
- d. Board consensus to grant Emily Andrews authority to evaluate various options to improve interest income on our \$20,000 investment. Emily Andrews granted authority to make such a change in the investment portfolio.
- e. Emily reviewed the proposed USGBC St. Louis Regional Chapter Sponsorship Levels and opportunities.
- f. Finance Committee Chairperson opening remains.

8. Chapter Policies

A. Conflict of Interest Policy

The Board approved and adopted the National USGBC Conflict of Interest Policy as written in its entirety. All the policy states, all board members will sign it.

B. Procurement Policy

Pat Justis proposed the adoption of the Procurement Policy as submitted. The Board approved and adopted this Procurement Policy.

9. Pat Justis reviewed Punit Jain's role as our USGBC St. Louis Regional Chapter liaison to the Heartland Regional Council. We are proud to have

Punit continue to serve in this capacity for another term. Emily will check with board members that are absent to make sure they consent.

Closing Round