

NORTHEAST HERS ALLIANCE

Board Meeting Minutes

July 12, 2011

Attendees for Meeting: Peter, Brian, Mike Browne, Frank, Chris, Mike Chesney, Lois, Peggy

- Approval of Minutes from Last Meeting
 - **Chris/Peter/Approved**
- Working Group for NEHERS Training Manual Update
 - Brian, Peter, Mike Browne, Frank & Chris
 - Finalize budget & put together proposal to roll out to funding sources
- Budget Review and Financial Status
 - Discussion of Financial Status
 - \$30,000 short compared to budget YTD
 - Membership dues – ahead of budget
 - Supplier program – only had 1 committed – well short of budget
 - Training
 - Rater training – has been losing money
 - ESTAR V3 training – majority of income for training
 - Professional Development – obsolete due to V3 training CEU's
 - Krigger & Manual sales down from past years – due to lack of trainings
 - Expenses
 - Running slightly below budget, but still exceed income
 - Net Income – loss of \$22,416 YTD
 - Need to look at what is a sustainable budget for rest of year based on first half performance
 - Supplier program
 - Trying to get Window Collaborative to join – prospect would like to get RESNET CEU's for their trainings that we would help them get
 - Owen's Corning – still reaching out to get them on board
 - Website has been updated
 - Training – 3 rater trainings
 - Need to evaluate each one and if not profitable then cancel
 - Staff expenses
 - How much do we cut back on staff expenses for the rest of the year?
 - What are the critical function of staff
 - Need to have board – only call to come to final decision on staffing expenses.
 - Treasurer's Report
 - Total Payments to be approved \$4458.41
 - **Peter/Mike/Approved**
- Training Update

- Move forward with RFP Policies & Procedures on batch of 3 upcoming trainings
- Announcement will be sent out to training provider members
- ACCA training
 - Reaching out to Right J and Elite to collaborate with us on sessions at NESEA
 - Webinar based Manual J & D possibility
- Administrative Assistant Search
 - Wait for staff conversation to make a decision on how to proceed with this
- Board Only Discussion
 - Discussion of financial position and staffing decisions moving forward