



# SAN DIEGO GREEN BUILDING COUNCIL

5010 Shoreham Place  
San Diego, CA 92122  
www.usgbc-sd.org

## OFFICERS

**PRESIDENT**  
Zach Pannier  
DPR Construction

**VICE PRESIDENT**  
Jay Corrales  
Turner Real Estate

**SECRETARY**  
Kamala Kuresman  
Nolte Associates

**TREASURER**  
Jay Bart  
Barona Resort & Casino

**DIRECTORS**  
Beth Brummitt  
Brummitt Energy Associates

Barbara Fanning  
Mindswing Consultants

Sean Hulen  
Barnhart Balfour Beatty

Walter Kanzler  
Qualcomm

Matthew Porrecca  
BNIM Architects

Lucia Stone  
San Diego Gas & Electric

Robert Thiele  
Robert Thiele Architect

Matthew Wells  
ARCHTECTS hanna gabriel wells

## STAFF

**EXECUTIVE DIRECTOR**  
Douglas Kot  
doug@usgbc-sd.org  
619-944-8607

## Meeting Minutes - #45

### USGBC-San Diego Chapter - Board of Directors

**Meeting date: February 7, 2012**

**Meeting time: 4:00 PM – 6:00 PM**

**Location: DPR**

**Minutes submitted by: Kamala Kuresman, February 7, 2012**

**Board Members Attendees:** Zach Pannier, Jay Bart, Kamala Kuresman, Beth Brummitt, Barbara Fanning, Sean Hulen, Walter Kanzler, Lucia Stone, Robert Thiele, Matthew Wells

**Board Members Absent:** Jay Corrales, Matthew Porrecca

**Other Attendees:** Douglas Kot

#### 1. Board Meeting called to order

\* (4:12 PM) Zach called the meeting to order.

#### 2. Opening Round

\* (4:12 PM) Opportunity for all attendees to discuss what is on their minds.

The next Board Meeting will on March 6, 2012 at DPR from 4 – 6:00pm.

#### 3. Agenda Approval

\*(4:21) The agenda was approved with a couple minor adjustments.

- The Strategic Scorecard discussion will replace the Executive Director report.

- The Secretary term is two years.

- Due to time constraints, the election for the Pacific Regional Committee – Board of Directors Representative will be moved to the next Board meeting.

#### 4. Meeting Minutes Approval

\*(4:22 PM) The meeting minutes from the Board's meeting on December 5, 2011 were approved.

#### 5. Conflict of Interest

\*(4:23 PM) The Board members expressed no conflicts of interest with the agenda.



# SAN DIEGO GREEN BUILDING COUNCIL

## **Administrative / Discussion Items**

### **6. FY 2011 Strategic Plan Scorecard**

\*(4:26 PM) Zach reviewed a few highlights of our strategic plan scorecard; the next Board Meeting will examine each of the items more closely.

Directors are asked to put their initials next to the action items in the Scorecard for which they will be accountable. In order to achieve the majority of the items on the scorecard, the Board is encouraged to use committees and volunteers to help achieve the goals.

Moving forward, the Board should consider adding a column to identify the top priorities. Additionally, actions should be updated in the notes column.

### **7. Financial Report**

\*(4:49 PM) Doug presented the latest financials to the Board. The Chapter is in good financial standing. Doug will be working with the bookkeeper to reconcile the January reports soon. The Chapter will be filing taxes for 2011 calendar year soon.

Both income and expenses are below what was budgeted for the year. A couple areas to note:

- Income is tracking at 89% of budget (sponsorship is significantly below the budgeted amount).
- Expenses are at 75% of budget.

Overall we are performing well. The net income YTD (July – December 2011) is approximately \$27k. The Board/Chapter needs to improve on our fund development activities.

## **Board Decisions**

### **8. Board Officer Dynamic Governance Elections**

\*(5:11 PM) The Directors participated in a dynamic governance election, facilitated by Doug Kot, to elect the open positions on the Executive Committee of the Board.

The following candidates were nominated via the Dynamic Governance election:

1. Zach Pannier\*, DPR Construction – President.  
He will serve for a 2-year term. Zach will relinquish his PRC Rep duties and the Board will select a replacement at the March meeting.
2. Kamala Kuresman\*, Nolte Vertical 5 – Secretary  
She will serve for a 1-year term.



# SAN DIEGO GREEN BUILDING COUNCIL

3. Robert Thiele, Robert Thiele Architect – Treasurer  
Robert will serve for a 2-year term.

*\* denotes re-elected directors.*

## **9. Staff Proposal – Fiscal Responsibility Revision Proposal**

(\*6:03 PM) The Board discussed the revised proposal to modify the Staff Proposal – Fiscal Responsibility. The previous proposal required the Chapter have nine months of operating reserves prior to hiring a new staff member. The Board approved the revised proposal which modifies the required Chapter operating reserves to six (6) months.

## **Information Updates**

### **10. 2012 Conference Brief**

(\*6:06 PM) The conference will be held on April 18<sup>th</sup>, 2012. It will likely take place at the SDG&E Energy and Innovation Center. It will entail a lunch keynote, several educational tracks in the afternoon (tentatively 3 tracks; total of 9 sessions), and will feature Bill Reed as the evening keynote.

The Board is encouraged to present as part of the educational tracks and should contact Doug, if interested. There may be an opportunity to have an exhibitor showcase.

### **13. Name & Logo**

(\*6:18 PM) The new name of the Chapter is San Diego Green Building Council. Our new logo reflects that change. An example is located on the meeting agenda that was provided. These items are available via the Dropbox.

### **14. Pacific Regional Council**

(\*6:21 PM) The last meeting involved discussion about creating a California Chapter. More discussion on the PRC will take place at the next meeting.

### **15. Chapter Advocacy Coalition**

(\*6:21 PM) The December meeting focused on preparing for upcoming legislative sessions.

## **Closing Round**

(\*6:28 PM) Attendees shared their closing comments about the meeting.

## **Adjournment:**

(\*6:28 PM) Meeting adjourned at 6:28 PM.

**Next Board Meeting:** The next Board Meeting will take place on March 6, 2012 at DPR from 4:00 – 6:00pm.



# SAN DIEGO GREEN BUILDING COUNCIL

## **Year-at-a-glance Meeting Dates:**

6 March 2012, 3 April 2012, 1 May 2012, 5 June 2012, 10 July 2012, 7 August 2012, 4 September 2012, 2 October 2012, Nov – GreenBuild in SF, 4 Dec 2012

## **Action Items:**

- Strategic Planning Scorecard:** Directors shall place their initials next to the action items in the scorecard for which they will be accountable. The document can be accessed via the Dropbox.
- Training Opportunity on 3/15/12:** If you're interested in participating in the training session we are holding at the SDG&E Energy and Innovation Center on March 15, 2012, contact Doug.
- Presenting Opportunity on 4/18/12:** We need Board members to present educational tracks. Contact Doug regarding topics you'd like to present.
- Secretary -** The incoming Secretary should help to better define non-collusion documentation in our Board and Chapter documents.

**Mission** *Inspire, educate and collaborate within our community to accelerate the transformation of our built environment into true sustainability.*