



SAN DIEGO GREEN BUILDING COUNCIL

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Meeting Minutes - #53

San Diego Green Building Council - Board of Directors

Meeting date: December 4, 2012

Meeting time: 5:00 PM – 7:00 PM

Location: DPR

Minutes submitted by: Kamala Kuresman, December 5, 2012

Board Members Attendees: Beth Brummitt, Lucia Stone, Robert Thiele, Zach Pannier, Sean Hulen, Matthew Wells, Kamala Kuresman, Matthew Porrecca, Walter Kanzler, Jay Corrales

Board Members Absent: Barbara Fanning

Other Attendees: Douglas Kot, Renee Daigneault

1. Board Meeting called to order

(5:15 PM) Zach called the meeting to order.

2. Opening Round

(5:21 PM) Opportunity for all attendees to discuss what is on their minds.

3. Agenda Approval

(5:22 PM) The agenda was approved.

4. Meeting Minutes Approval

(5:22 PM) The meeting minutes from October were approved.

5. Conflict of Interest

(5:24 PM) The Board expressed no conflict of interest with the agenda.

Proposals

6. Budget Modification

*(5:24 PM) Doug proposed a budget modification. The changes reflect the additional projects that had been previously discussed and approved in prior Board meetings. These projects included:

1: Local Government Training - This project has a positive net revenue to the Chapter of approximately \$27K

2: Green Apple Day of Service - this event was revenue positive +/- \$3K-- however this has a negative bottom line as a budget modification only reflects the cost (-\$9K).



SAN DIEGO GREEN BUILDING COUNCIL

3: Balboa Park LEED O+M Feasibility Study

The Chapter portion of the income is the remainder: \$19K--this covers Chapter staff time and associated reimbursable expenses.

4: Net Zero Energy research for the City of SD

The Budget Modification is +\$27K income with -\$30K in expense or -\$3K net change.

Using the dynamic governance process, the Board voted to approve the proposal as it was outlined.

Note: To date, the Board has generated \$45-50k in sponsorship income towards the \$115k FY sponsorship goal.

Board Discussion

7. 2013 Board Orientation and Board Retreat

*(5:40 PM) The Board orientation will be held on January 16th before the GreenMeet. Zach will lead a portion of the orientation; Renee will create binders that will be distributed to the Board.

The Board Retreat will be held during the afternoon of Friday, February 8th and the morning of Saturday, February 9th. The February Board Meeting will be held during the Retreat.

Potential facilitators are being contacted by Beth, Jay, and Zach. Proposals will be solicited from a few sources by Friday, December 14th. The Board will work with the selected facilitator to develop the agenda and develop goals for the retreat.

Key items that should be covered include:

- i) Choose ExComm (Elections for Vice President, Treasurer, and Secretary)
- ii) Getting to know you / forming the new Board
- iii) Role and responsibilities of Board Members
- iv) Strategic Plan: review and update
- v) Plan updates for Bylaws and Policies & Procedures
- vi) FY 2013/14 budget: Q2-2013, Fund development

Potential venues for the retreat include: Sterling Oaks Ranch and Treetops at the San Diego Zoo. Directors are asked to brainstorm other venue options.

Estimated budget will be \$5 to \$10k.



SAN DIEGO GREEN BUILDING COUNCIL

8. 2013 Calendar and Deliverables & Board Orientation

*(4:20 PM) Board meetings will be held on the second Tuesday of the month for the 2013 calendar year. The goal will be to develop strategic meetings based on key deliverables that are needed for the Chapter and deliverables that are required by National. The dates for 2013 Board meetings and corresponding topics/deliverables are:

January 16 – Orientation
February 8 & 9 – Retreat and Board Elections
March 12 –
April 9 – Budget
May 14 –
June 11 – Budget Approval by the Board
July 9 –
August 13 –
September 10 –
October 8 – Election process begins
November 12 –
December 10 –

Topics that should be covered and added to the calendar:

- Annual Activity Report for National (typically requested between March and May)
- Fundraising cycle
- Large event in April?
- Strategic Scorecard
- Elections
- Green Apple Day of Service (typically happens in September – *make this be the large event?*)
- Budget (work on during April Board meeting; discuss draft in May ExComm, vote on budget during June Board meeting)

Information Update

9. Holiday Party

*(6:29 PM) There is a lot to celebrate! Awards will be announced and key people will be recognized. Project boards will be displayed for all of the platinum projects. Zach and Doug will emcee; help is needed for distribution of the awards/trophies.



SAN DIEGO GREEN BUILDING COUNCIL

10. Board of Director's Election/Appointments

*(6:33 PM) The election results are in and the new Directors have been contacted. The new and returning Directors are:

1. Beth Brummit (incumbent)
2. Sean Hulen (incumbent)
3. Bill Bernard
4. Jacques Chirazi
5. Daniele Horton
6. Micah Mitrosky

Appointments will be made by the President in the beginning of the year to fill needed seats and to balance the composition of the Board.

11. Balboa Park

*(6:36 PM) All of the facilities have been audited. Intense effort on energy benchmarking; water use is in process. A final report will be available at the end of the year. Suspect 8 – 10 facilities will be eligible for LEED. Potentially launch two GAP projects in January in the park, assuming facilities are eligible.

9. CleanTech San Diego Strategic Partnership

*(6:39 PM) Discussions are on-going. They are focusing on energy efficiency. We are identifying what our needs are and CleanTech will respond with what they are able to assist with. They are prepared to bring resources to the table (i.e. funding and PR); we provide educational content.

9. Annual Report

*(6:43 PM) The annual report is in process. This is a new item to celebrate. It will be completed in January and will be presented at the January GreenMeet.

9. Other Happenings...

*(6:45 PM) Doug, Keith, and Robert presented our GAP program at GreenBuild; it was well received.

GreenBuild San Francisco was a very good event this year. The December Lunch + LEED will discuss the highlights of GreenBuild.

Doug attended the mayoral inauguration yesterday. He is hopeful and excited about what will come from the change of leadership. Sustainability and water issues were big on their agendas. They are looking for trusted advisors. We are in a fairly good place. One of the advisors they are looking to is the Environmental Health Coalition; we have a good relationship with that group.



SAN DIEGO GREEN BUILDING COUNCIL

Beth made a great presentation to the County Board of Supervisors today. Commissioners are really committed to green buildings.

Chula Vista continues to be a leader; doing work with LEED ND.

That Chapter is hosting a LEED ND workshop at the Energy Innovation Center on Thursday.

Development Director for PRC – Doug presented our stance; our Chapter was the lone outspoken chapter that said we are not interested. We are committed to collaboration, but did not feel that this is not the proper avenue to accomplish that. The plan that was presented was not developed enough in a strategic manner.

Robert is presenting on Thursday evening at the Coast Keeper event. Our chapter is managing the registration. We will try to drive attendance to the event through the Winter Social, LEED ND workshop, and ask Todd Gloria to post the event on his Facebook page.

Closing Round and Adjournment:

(*6:59 PM) The Board shared their closing comments about the meeting. The meeting was adjourned at 7:06 PM.

Next Board Meeting: The next Board Meeting will take place on January 16, 2013 at DPR from 5:00 – 7:00pm.

Year at a glance: December 5 (Holiday Party)

Year ahead (2013): January 16 (Board Orientation) February 8 & 9 (Board Retreat), March 12, April 9, May 14, June 11, July 9, Aug 13, Sept 10, Oct 8, Nov 12, Dec 10

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