



# SAN DIEGO GREEN BUILDING COUNCIL

5010 Shoreham Place  
San Diego, CA 92122  
[www.usgbc-sd.org](http://www.usgbc-sd.org)

## OFFICERS

### PRESIDENT

**Beth Brummitt**  
Brummitt Energy Associates

### VICE PRESIDENT

**Robert Thiele**  
Robert Thiele Architect

### SECRETARY

**Barbara Fanning**  
Mindswing Consulting

### TREASURER

**Avery Kintner**  
Empowered Energy Solutions

## DIRECTORS

### Bill Barnard

WB Consulting

### Jacques Chirazi

City of San Diego

### Thomas Del Monte

Interra Energy, Inc.

### Daniele Horton

Thomas Properties Group

### Sean Hulén

Barnhart Balfour Beatty

### Walter Kanzler

Qualcomm

### Douglas Kot

DNV GL - Energy

### Jeff Marshall

Healthy Buildings

### Micah Mitrosky

IBEW Local 569

### Matthew Porreca

BNIM Architects

### Lucia Stone

San Diego Gas & Electric

## STAFF

INTERIM EXECUTIVE  
DIRECTOR

**René Daigneault**  
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## Meeting Minutes - #66

San Diego Green Building Council - Board of Directors

**Meeting date:** March 11, 2014

**Meeting time:** 5:00 PM – 7:00 PM

**Location:** DPR Construction, San Diego, CA

**Minutes submitted by:** Barbara Fanning

**Board Member and Steering Committee Attendees:** Jeff Marshall, Beth Brummitt, Avery Kintner, Walt Kanzler, Doug Kot, Danielle Horton, Bill Barnard, Micah Mitrosky, Lucia Stone, Robert Thiele and Jacques Chirazi.

Via Phone – Barbara Fanning

**Board Members Absent:** Thomas Del Monte, Matthew Porreca, and Sean Hulén

**Staff Attendees:** Renee Daigneault

**1. Board Meeting called to order by Beth (5:15 PM)**

**2. Opening Round / Status (5:15 PM)**

**3. Agenda Approval (5:34 PM)**

Executive Director transition and Eco-District workshop added.

**4. Conflict of Interest (5:35 PM)**

No conflicts.

**5. Meeting Minutes Approval (5:35 PM)**

Approved

**6. Treasurer's Report (5:36 PM)**

Avery met with Renee to pull together reports for February and has YTD information and comparison from last year. Renee and Avery met with accounting representative on allocating staff time, protocols, etc. One of things that came out is the upcoming audit. Need to have accounting documentation developed and how we track in-kind contributions. A lot of in-kind go in the day of the event and need to create a formal process for tracking this. Accountant will assist with this process.

Avery presented comparison. Our receivables are down and assets are less than last year. We have not done any projections for this year. Avery and Renee will work on this but really need to focus on where we will be at the end of this year. New contracts with Cuyamaca show in May/June. Robert's corporate donation will show in March. Healthy Buildings is up for sponsorship renewal. Solartube and DPR are also up for renewal In June. Avery offered to reach out to them. Robert recommended using video for the Give Big Campaign on May 6.

#### Potential Income

\$25,000 Women's Foundation

\$10,000 for Sustainable Destinations

Avery Doug working to secure sponsorship from Wells Fargo

Other USGBC National Grants available in July

With open items we are at a deficit of \$22,000.

**Action: Sponsorship is the key takeaway. Board needs to push fundraising.**

#### **7. Ongoing Business (6:03)**

- a) ED Transition – Next meeting this week. Need to focus on what the next Executive Director will be. Action: Conference Call scheduled for Thursday, March 13, 4:30 PM
- b) GAP Program – We need to make sure Ravi has management horsepower to ensure program is successful. What needs to be done for success? Robert keeping a close watch. There is a lot of work to be done. Ideally we would be able to hire a project manager to support Ravi. Action: Robert to assist with support.
- c) Video – Beth thanked Lucia for SDGE's donation. Goal was to find a compelling way to tell our story. Video will be a great tool. Renee sharing in the e-blast tomorrow. Share on website and start sharing with sponsors. Danielle suggested including link in signature. Action: Next step is to look at what our fundraising package looks like. Avery and Renee taking lead on this.
- d) 2014 Goals (6:30 PM)
  - 1) Better Tracking tools needed
  - 2) Aligning activities with Goals
  - 3) Financial Goals and guidelines – Action: Avery to write
  - 4) Volunteer satisfaction and keeping track of this. Micah reported positive feedback from Steering Committee meeting. Volunteer support and satisfaction will unfold in the year. Want to also make sure volunteers are informed and Renee seeks feedback from volunteers on an ongoing basis. Need to develop tracking tools. Action: Next steps for Steering – Meeting March 19 to check in. Jeff M. taking the lead.

- 5) Beth asked board to think about goals that help with the health of the organization.  
Action: Plan to discuss at next Board Meeting as requested.
- e) Nesting Updates – Micah reported out and highlighted that the video does a good job of capturing work. Goals have been rolled out. Asking volunteer leadership to discuss on the 19<sup>th</sup>.  
Action: PR and nesting team to meet regarding next steps in coming weeks.  
Measurement tools are being developed. Final step in nesting will be pruning. Nesting committee is putting together a roadmap for each of the programs.
- f) Education  
Need to develop a strategy going forward. Beth would like to have a subcommittee. Doug agreed a strategy is key and we need to develop one. Subcommittee will include Doug, Bill, Barbara, Walt, Ravi, and Danielle. \* Doug will be lead.  
Action: Subcommittee to develop a strategy for 2014 education program.
- g) Advocacy Day  
Action: If interested in attending, notify Avery.
- h) Mid-Year Meeting – Renee, Barbara and Danielle are going.  
Action: If anyone is interested in going notify Renee.
- i) Southwest Green – Hosted by Las Vegas.  
Action: If anyone interested in attending and speaking about our Chapter let Renee know.
- j) Eco-District workshop – June event tentatively scheduled. More details soon.
- k) Next Green Conference scheduled for September 23, 2014. EIC offered to sponsor and to provide the venue.
- l) EBOM Committee shared upcoming events.  
Action: Better integration needed with chapter events and activities.

## **11. Closing Round (7:55 PM)**

## **12. Meeting Adjourned by Beth (8:05 PM)**

**Meetings for the year ahead (2014):** **April 15**, May 13, June 10, July 8, August 12, Sept. 9, Oct. 14, Nov. 11, and Dec. 9.