**PHIUS BOARD OF DIRECTORS MEETING**

Thursday 21 May 2020 | 6:00-8:00 pm EDT | Via Zoom

**AGENDA**

1. Roll call

Walter, Terry, Mike Kz, Lisa, Dan, Mary, Allison, Prudence, Alan

Notes: AG

1. Motion to bring Mary Rogero onto the Board as an elected member (not as a PHAUS representative)

Consent motion to bring MR on board as elected member. Unless someone objects it will be approved. All in favor, none opposed. Mary is “back” on the board.

3. Executive Director updates

4. Staffing updates

a. administrative assistant

MKz going to be interviewing people next week.

b. training director

PF will come on board to fill this position. Gave Morrison Hershfield notice—may be a month before she can start. This has been in discussion for a while. PF will live in CA, travel to Chicago 1 week/month. Oversee trainings, delivery partners, maintain curricula, etc. Will share job description with board. Will need to resign position on this board.

c. membership coordinator (PHAUS)

MKz will get ad out soon

d. programs manager

e. certification staff

New person accepted the job. Prob start in July. Contract to be worked out—moonlighting question. He’s got engineering and arch background.

5. Research proposal status

DC Microgrids. Study to ASHRAE for microgrid neighborhood. Still in progress.

TH: David Peabody development in DC—wants a microgrid for 6 units and maybe link to other houses on the block. Developer got $78k to do feasibility study. LBNL involved, former Bosch person. Theoretically we could do the modeling.

6. Carbon Free Chicago

Kat looking for an entity for this. Could be eCoLab? May be co-located with PHIUS

7. Green bank

Found people potentially interested in this. Longer-term thinking

8. Update on status of ongoing personnel situation

Need to do better with finances. Would that be handled by ZOHO? LW: probably not.

Chance to reinvent how we do it. AB and AG will work with LW. Set up transition task group to discuss later.

TH: “Digital Twins.” Apply technology rather than add more people.

WG: Have heard from attorneys—working on it albeit slowly. Haven’t found counseling service yet, but I’d like to keep moving forward with that.

MR: I’m talking with a facilitators group Breakthrough Collaboration, who I think is great. Could work with us for retreat. I’ll research.

DW: outside facilitators can be really useful.

9. Engaging long-range planning

10. 2020 Conference options

a. NYSERDA feedback

* MKz: talk with NYSERDA today. Good conversation. Still in for supporting us, would like in-person conference in Tarrytown 2021. Want to coordinate somehow with online conference content. Offering some marketing help. Hotel for 2021 has dates for us in October. Might get more funding if have virtual conf happens this year.
* PF: I had a convo with KK about her thoughts on conference. She’d like to have input.
* Will talk to NYSERDA in 2 weeks.
* NYSERDA wants this figured out in a short time. Maybe we take the money and put it into an interest-bearing account.
* Don’t do an online conference where people speak for 8 hours
* Proposal: plan on 2021 conference, same as 2020. Virtual conference this year
* No industry partners yet. Hadn’t contracted with anyone.
* Have industry sponsors do a few minutes at online events? Lower cost/lower exposure.
* Cost of platform for online conference? Will determine cost of event for attendees
  + Some of it is free? Can reach broader audience
* Affordable housing track would be valuable
* How much have we made on conference?
  + Tend to break even other than sponsorships
* Who’s the conference coordinator? Need to have someone in this position—a champion.
  + MKz will do it, with PF help
* All: ask everyone you know who’s attended virtual conference lately for suggestions—what worked, a platform
* Put together a framework—financials, goals, structure
* TH: I’ve been to a lot of Zoom conferences lately
* Make it cheap. NAPHN’s is $180. Can also pay what you want—sliding scale. Say how we use the money. Crowd-funding.
* MR: theme: 2020 vision, clarity. Opportunity to re-invent ourselves. Need to inspire people
* MKz: there’s a lot more we could do. Hear from people who live in them. Maybe in the future we have virtual and in-person events, divide based on theme?
* PF: it’s a summit, not a conference. Big picture theme and another by practitioners, sharing ideas
* Everyone should look at 2 platforms for an event, request a demo. Divide up, reach up to other orgs to see how they’re doing it.
* PF: I’ll do a google sheet on this

b. Options discussion

c. Responsible party

11. Letter ballot for approval of minutes

12. Other business

13. Adjourn