



August Monthly Meeting Minutes

Date: Tuesday, August 21st, 2018
Time: 6:00pm – 7:05pm
Location: New Haven Free Public Library - Wilson Branch

Present: Sheri Dieso SD Board member
George Penniman GP Board member
Leonard Wyeth LW Board member

Distribution: Available on website
"We," "our," "us," and "CTPH" refers to the Connecticut Passive House group.

Issues discussed:

AUGUST EVENT

1. SD reported: Joint Happy Hour with CTGBC at Brewport Brewery, Bridgeport on 8/15 was successful. There were about 20 people: a number of CTPH event attendees, and a few members. We passed out books and cards, and pushed the September event.

SEPTEMBER EVENT

1. September 18th, 6-9:00pm at Stony Creek Brewery
2. Steve DeMetrick of DeMetrick Housewrights will present "KISS (Keep It Simple, Smartypants): A Builder's Perspective On Constructing A Low-Cost, High-Performance Home"
3. It will help to have more event sponsors. Several are in discussions:
 - a. Fujitsu offered. Sara will send Lance sponsorship sheets.
 - b. Ventacity – Sara will send Barry sponsorship sheets
 - c. Klar – John
 - d. 475 – George
4. Other possibilities and those who offered to contact them:
 - a. Zehnder – Sara
 - b. Alpen – Sara
 - c. Klearwall – John
 - d. Assa Abloy – Sara
 - e. Siga – Sara
 - f. Minotair – Sheri/Bill
 - g. Architectural Building Resources (who sponsored May '18 event) – John
5. Cat will produce marketing materials and a PDF flyer available as a download on our website event listing page.



6. Stony Creek has 5' diameter and 8' rectangular tables. We will purchase (7) additional round tablecloths for the September and future events, suitable for 5' and 6' diameter tables. In addition we will purchase (2) more rectangular tablecloths 60"x102" for food tables and sponsors. We will group the 8' tables in 2's for food and sponsors to use the regular sized tablecloths.
7. The entry table will advertise the 10/25 event and provide a way to sign up for it.
8. The entry table(s) will accommodate:
 - a. Sign-in for 9/18 event.
 - b. Membership sign-up.
 - c. 10/25 event information and sign-up.
 - d. Water bottle sales.
 - e. Vest orders.
 - f. Books.

OCTOBER EVENTS

1. October 4th, at Stony Creek Brewery: CTGBC Awards Event at Stony Creek Brewery. Awards include a Passive House Award in collaboration with CTPH. Event is 6-9pm and we hope to have a good showing from CTPH.
2. October 25th, "Ventilation for High Performance Commercial Buildings" at the University of New Haven (anticipated location) from 9am - 4:30pm delivered by Barry Stephens from Ventacity and Lance Dyer from SRGI (represents Fujitsu among other things)
3. SD is working to resolve the General Liability insurance issues: UNH must be a named insured. The General Liability coverage for this event is being handled under an existing CTGBC policy.
4. SD is working out the details of the event with UNH. Resolved: UNH provides coffee, tea and food. Coffee/tea and pastries in the morning at arrival, lunch and afternoon coffee/tea at a break. The coffee/tea service with pastries is \$5.25/person and lunch is \$11.75/person for a total of \$17.00/person.

CTPH SPONSORS

1. CT Green Bank allotted \$1,500 to CTPH this year. They also suggested pursuing another \$750 from both Eversource and UI.
2. Wasco said they would be a Level 2 Annual Sponsor. Sara will follow up.
3. John will send a list of the exhibitors from the NYPH18 conference.

OUTREACH & ADVOCACY

1. N.A.

MARKETING & PUBLICITY

1. N.A.



AWARDS

1. CTPH is partnering with the Connecticut Green Building Council (CTGBC) for a Passive House Design Award as part of their annual awards program. The award ceremony is October 4th at Stony Creek Brewery.
2. SD will check to see if a certificate is presented to the winners with the CTPH logo. If not, we will prepare a special CTPH award certificate for presentation to the award winners.

MERCHANDISE

1. SD is arranging for water bottles with the CTPH logo. She will get 48 bottles at a total cost of \$670. They will sell for \$15 to members and \$20 to non-members. These should be ready for the September event.
2. SD will arrange for taking vest orders at the September event.

FINANCE

1. GP noted there is \$3,340 of available funds.
2. Our first tax bill was paid late due to the timing of our initial filing. The IRS has sent us a bill for \$471.58. \$222.58 is penalties and interest due by September 3rd.
3. GP will try to talk to the IRS before that time to adjust the requested payment. If resolution does not appear simple or quick, we recommend payment of the full amount in plenty of time to avoid more interest.

MISCELLANEOUS

1. Insurance: To accommodate General Liability insurance coverage for future events; LW got a quote from Smith Brothers Insurance (Chester, CT) for General Liability coverage @ \$250 per year. Amount was approved. LW will contact Smith Brothers Insurance.

NEXT CTPH REGULAR MEETING

1. Third Tuesday of each month.
2. Next 2 regular meetings:
 - a. Tuesday, September 18th, 2018 (also a CTPH event)
 - b. Tuesday, October 16th, 2018

Meeting concluded at 7:05pm.

Submitted by: Leonard Wyeth AIA