



## July Monthly Meeting Minutes

**Date:** Tuesday, July 17<sup>th</sup>, 2018  
**Time:** 6:00pm – 8:00pm  
**Location:** New Haven Free Public Library - Wilson Branch

**Present:**

Sheri Dieso	SD	Board member
Sara Holmes	SH	Board member
George Penniman	GP	Board member
Leonard Wyeth	LW	Board member
Kathryn Cannon	KC	CTPH member
Lance Dyer	LD	CTPH member
John Rountree	JR	CTPH member
Terry Wood	TW	CTPH member
Cat Young	CY	CTPH member
Tim Baxter	TB	Pella
Barry Stephens	BS	Ventacity

**Distribution:** Available on website

*“We,” “our,” “us,” and “CTPH” refers to the Connecticut Passive House group.*

### Issues discussed:

#### SEPTEMBER EVENT

1. September 18<sup>th</sup> 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. His talk at NESEA was 1 hour.
4. Timing:
  - 6:00 - 6:45 Registration with lite bites, refreshments & cash bar, Visit with vendor sponsors
  - 6:45 - 7:45 Presentation
  - 7:45 - 8:15 Q&A
  - 8:15 - 9:00 Networking and visit with vendor sponsors
5. Members \$0, Non-members \$15 or \$20 at the door. People can become members at the event.
6. We need 75 attendees to waive the fee for the open bar.
7. Sheri will get food from BJs



8. We need event sponsors. Companies and who will do the asking:
  - a. Fujitsu offered. Sara will send Lance sponsorship sheets.
  - b. Ventacity – Sara will send Barry sponsorship sheets
  - c. Zehnder – Sara
  - d. Alpen – Sara
  - e. Kleerwall – John
  - f. Klar – John
  - g. 475 – George
  - h. Assa Abloy – Sara
  - i. Siga – Sara
  - j. Minotair – Sheri/Bill
  - k. Architectural Building Resources (who sponsored May '18 event) – John
9. Sheri will send around timing for event (what hours are in the contract)
10. Sheri will confirm number, shapes, and sizes of tables available and order more tablecloths if needed.
11. Venue will provide tables and chairs
12. Leonard will provide sound equipment
13. George will introduce Steve
14. Steve will stand during the presentation (re: sound equipment)
15. Cat will produce marketing materials.
16. A PDF flyer will go on our website event listing for people who want to download it for promotion.
17. Sara will send Cat list of media outlets and contacts for a press release.
18. AIA has declined co-sponsoring because they have another event that day.
19. We cannot submit AIA LUs, attendees can self-report. We can provide all the information needed to fill out the online form. The NESEA course number was BOS18220.
20. Have extra laptop chargers. Presentation(s) on flash drive.
21. Sara will put together vendor and sponsor slideshow to run during registration and networking.
22. Sheri will ask CTGBC and AIACT to put it on their calendar
23. Sara will ask NESEA to put it on their calendar.

#### NOVEMBER EVENT

24. Barry Stephens from Ventacity and Lance Dyer from SRGI (represents Fujitsu among other things) have a workshop entitled “Ventilation for High Performance Commercial Buildings.” They have given it in Massachusetts and Maine.
  - a. The registration fee goes towards lunch and then remaining proceeds are donated to the host organization.
  - b. It is technical, draws engineers, but also architects, builders, and tradespeople – all professions we want to reach



- c. Programs with Learning Units are popular end-of-year.
- 25. This could be our October/November event.
- 26. Chris from Ecocor could be our Spring 2019 event.
- 27. We would need to find a venue that could seat +/- 40 people all day. PHMass' event was 7.5 hours.
- 28. Would CTGBC and/or AIA be interested in co-sponsoring? Would that mean they share the proceeds?
- 29. Proceeds could go towards a scholarship fund – could be a selling point to attract co-sponsors.

#### SPONSORS

- 30. CT Green Bank allotted \$1,500 to CTPH this year. They also suggested pursuing another \$750 from both Eversource and UI and
- 31. Wasco said they would be a Level 2 Annual Sponsor. Sara will follow up.
- 32. Sara will try and get in touch with someone at YETI – coolers and drinkware with thick, heavily-insulated, airtight exterior envelopes – to see if they'd sponsor us in any way or offer a discount on a custom order. Maybe something to raffle off at an event.
- 33. John will send a list of the exhibitors from the NYPH18 conference.
- 34. CTPH will sponsor the NESEA Pro Tour on August 3<sup>rd</sup> at the bronze level.

#### OUTREACH & ADVOCACY

- 35. Connecticut Housing Coalition / Connecticut Emerging Leaders Network have an upcoming lunch and learn: "Advocacy: Magnify Your Voice." Sara proposed if Alicia was interested in attending, CTPH pay for her registration fee if there is one. *Follow-up: the event is free*
- 36. Alicia wrote an article, "CT Reaffirms Passive Affordable Housing," about CTPH's outreach campaign that was accepted by a Passive House Buildings magazine.

#### MARKETING & PUBLICITY

- 37. Cat got answers she needed about September event specifics so she can work up marketing material. She will send that around to be used for getting sponsors.

#### AWARDS

- 38. CTPH is partnering with the Connecticut Green Building Council (CTGBC) for a Passive House Design Award as part of their annual awards program. Submissions are due July 30th and the award ceremony is October 4th at Stony Creek Brewery.
- 39. Leonard will bring up AIA promotion at the next Design Committee meeting. Sheri will ask the Executive Director.



#### MERCHANDISE

40. Sheri looked into different types of water bottles onto which to put our logo...
  - a. Preferences are non-plastic, stainless steel (i.e. not aluminum), mouth wide enough to be able to clean.
  - b. Undecided if they should be just water bottles or thermal (i.e. double-walled). Price may dictate.
41. Cat priced some canvas tote bags.
42. We will try to have water bottles ordered in time to have for the September event.
43. We could take orders for vests at the event.

#### NORTH AMERICAN PASSIVE HOUSE NETWORK (NAPHN)

44. Sara spoke with Sharon Gaber, manager at NAPHN
45. Barry Stephens, a former NAPHN board member, happened to be present
46. NAPHN is affiliated with PHI
47. CTPH still wants to remain “neutral,” not showing a preference for PHI vs PHIUS
48. Becoming an Affiliate is less of a commitment and could still allow us to be “nonaligned” and promote both PHI and PHIUS activities.
49. Becoming a Chapter declares a PHI affiliation and a commitment to promoting PHI exclusively.
50. Being an Affiliate or Chapter would qualify our members for discounts on events and trainings.
51. Even if we don’t become a Chapter or Affiliate, NAPHN would still like to set up training in CT. They will help with promotion while we do the local work.
52. Sara will learn more about becoming an Affiliate and report back.
53. We should see if there’s some equivalent with PHIUS, so we’re even-handed.

#### MISCELLANEOUS

54. Sara will send Event and Annual Sponsorship sheets around for soliciting.
55. Cat suggested a scholarship for someone to attend PH training. This could be what we do with our money at the end of the year.

#### UPCOMING MEETINGS

56. Following our “third Tuesday” rule, future monthly meetings will be August 21<sup>st</sup>.

Meeting concluded at 8:00pm.

Submitted by: Sara Holmes, Secretary