



April 2019 MEETING MINUTES

Date: Tuesday, April 16, 2019
Time: 6:00pm – 7:40pm
Location: PHC Architect, Branford

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|-----------------|-----------------|----------------|
| Present: | Philippe Campus | Board member |
| | Sheri Dieso | Vice President |
| | Alicia Dolce | Board member |
| | Sara Holmes | Secretary |
| | Nick Jones | Board member |
| | George Penniman | Treasurer |
| | Leonard Wyeth | President |
| | Katie Zoppo | Board member |

Distribution: All present, Board members, post on website

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

OUTREACH & ADVOCACY

1. Alicia reported on CHFA’s fall 2018 public response:
 - a. CHFA received 34 responses.
 - b. Most were from individuals
 - c. 4-6 were from organizations (including CTPH)
 - d. Virtually all were pro-Passive House with comments regarding sustainability, number of points awarded, and including PH as part of the QAP.
2. Leonard acquired the MA legislation for an Energy Scorecard. As the original legislation has many references to other MA legislation making it hard to read, Leonard stripped-out the references and left the remaining language for review (copies distributed). In theory, using the MA legislation as a model, we can reshape it to work well for Connecticut.

EDUCATION

3. Katie will find out when the next Building Energy Exchange presentation of their Passive House Primer is planned.

GROWTH

4. Leonard spoke with Jackie Downing at The Community Foundation for Greater New Haven regarding Board training and guidance.
 - a. Her primary interest is in non-profits (slightly different than a professional organization), but there are some overlaps.



- b. She helps organizations figure out how to raise money. While that isn't our primary goal, it could certainly advance our mission – help pay for staffing, the website, lobbyists, etc.
- c. We need to articulate our mission and put it into writing.
- d. She suggested we produce our own “10 Basic Responsibilities of Nonprofit Boards.” She provided an example we can adapt to our goals. Leonard circulated a draft version revised to our organization.
- e. She suggested we produce a “Board Member Expectation Statement.” Leonard circulated a draft example for CTPH.
- f. Once we figure out those two items (d & e above), she will organize training.
- g. She suggested we attend “Purposeful Boards, Powerful Fundraising” seminar on October 24 or 25. It's Very reasonably priced at \$150 per organization, up to 6 people, \$25 per additional person. The entire Board should attend.
<https://www.cfgnh.org/About/NewsEvents/ViewArticle/tabid/96/ArticleId/1568/Purposeful-Boards-Powerful-Fundraising-Oct-28.aspx>

AWARDS

5. Leonard and Sheri met to discuss a new green awards program in collaboration with AIACT.
6. Leonard spoke with the AIACT Design Committee about helping to set up a Sustainable Design Awards program through AIACT.
 - a. This would be separate from their Annual Design Awards program. I.e., not just a category within their Design Awards.
 - b. It could encompass many green standards: LEED, PH, Living Building Challenge, Green Globes, Net Zero, etc. Any project that meets or exceeds a green standard could qualify.
 - c. Sponsored by AIACT and CTPH
 - d. Award could be announced and/or presented at the AIACT Conference at Mohegan Sun in September. This can increase our exposure at that event.
 - e. Consider a “Closest to the Pin”, “Closest to Zero” or “Best envelope” (as determined by a blower door test?) award – celebrating & encouraging new ways of making buildings better.
 - f. An opportunity to recognize Environmental Pioneers and people out-in-front of the sustainable design movement.

AIACT CONFERENCE

7. There are 36 two-hour and 12 one-hour timeslots for programs.
8. Consider facilitating and sponsoring a “Carbon Drawdown Now!” (keynote from NESEA) type session.
9. Leonard talked to Kristen Leigh about organizing a keynote-type talk in the big room. They are open to the possibility. Keynote speakers are already set for the first



program of each day of this event, but the main room may be available for other large 'keynote' like presentations.

10. CTPH will propose 4 programs. (Proposer in parentheses)
 - a. One or all of the speakers from the NESEA keynote if available. (CTPH)
 - b. Introduction to Passive House – based on February's AIACT event (CTPH)
 - c. Passive House in the Field – the step beyond the intro (Philippe)
 - d. Affordable Housing and Passive House (Alicia)
11. Leonard will write the first proposal and circulate for others to use as an outline so formatting will be consistent.
12. Proposals are due by June 14: <https://aiact.org/2019-call-for-program-proposals/>
13. CTPH should have a booth. Organization booths are \$1,000. Sara will organize with whom we share the booth. A New England Passive House booth is ideal; if that doesn't pan-out, perhaps we can organize one with other green CT groups, e.g. CTGBC.
14. Sheri will find out what perks come with having a booth (e.g. conference tickets, hotel rooms, etc.)
15. Sheri will find out what perks presenters receive.
16. Sheri asked Gina if she can organize PHI and/or PHIUS credits. She will pursue it if we provide program write-ups. George will provide those.

MAY EVENT

17. May 30th (the Thursday after Memorial Day) at Stony Creek Brewery
 - a. Title: "Prefab & Passive House: A Builder's Response to Climate Change" (*amended by event organizers GP, SD, AD, and SH after the meeting*)
 - b. George will write up a description and send it to Chris for approval.
 - c. Sara will seek sponsors. Will ask Alex at Minotair.
 - d. Pricing: \$10 for members (in advance or at the door), \$20 for non-members in advance, \$30 for non-members at the door.
 - e. Sheri will try a different food arrangement for variety
 - f. Sheri will bring water bottles to sell.
 - g. Katie and Nick will help Sheri as needed.
18. Alicia will speak before the program about Passive House Buildings magazine and their recent issue with a Prefab article. She will bring free copies to distribute.

SPONSORSHIP & MEMBERSHIP

19. Some sponsors are coming to the end of their term. Sara will contact them to renew.
20. Sara will encourage past event sponsors to consider annual sponsorship.
21. Sara will report on membership monthly.

UPCOMING CALENDAR ITEMS



22. Trifecta Ecosystems – April 23 10:00-12:00.
<https://ctgbc.org/meetinginfo.php?id=81&ts=1552931527>
23. AIACT Women in Architecture panel discussion – April 23, 4:30-7:30pm.
<https://aiact.org/events/#!event/2019/4/22/women-in-architecture-panel-discussion>
24. Construction Institute’s “Fundamentals of Passive House: What is it, Really? A CI-101 Collaborative” – May 14 8:30-10:30
<https://construction.org/events/EventDetails.aspx?id=1198733&group>
 - a. Nick has arranged for CTPH to have a table for flyers, etc., and take email sign-ups. Sheri volunteered to “staff” it. Nick will confirm she can watch the seminar.
25. Willow Creek Apartments field trip – May 16, 12:00-1:30pm. Offered by Connecticut Emerging Leaders Network (an affinity group of CT Housing Coalition). <http://ct-housing.org/events-calendar/> This will be added to the website by the end of the week.

WEBSITE

26. Events will be added to website.
27. An In Memoriam for Pat O'Brien at AIACT will be added. Leonard will compose it.

TREASURER

28. George distributed reconciliation, P&L and the Treasurer's reports before the meeting.
29. George will work on an annual budget for the next meeting.
30. Alicia offered to help with generating reports.

FOLLOW-UP

31. Look at the two draft Board documents and think about how to adapt them to CTPH’s mission. For discussion at the next meeting.
32. Look at the proposed legislation draft for Energy Scorecards.
33. Look at the Sustainable Awards Program draft for discussion at the next meeting.
34. Hold October 24 and 25 for the “Purposeful Boards, Powerful Fundraising” seminar. Which day we go is TBD.

MEETINGS

35. We will hold Board-only meetings until we are more stabilized.
36. The next Board-only meeting is scheduled for May 15 at Steven Winter Associates.

Meeting concluded at 7:40pm.

Submitted by: Sara Holmes, Secretary