

Minutes from a Bi-Quarterly Conference Call of the ASEA Board of Directors

August 23, 2008

A bi-quarterly conference call of the Board of Directors (the "**Board**") of the Arizona Solar Energy Association ("**ASEA**"), a non-profit corporation, was held on August 23, 2008 10am MST.

AGENDA:

Introductions

Approval of Minutes of July, 2008 meeting

Chair's Report

Vivian Harte

Treasurer's Report

Ferrell Anderson

Update on Board of Directors and liability insurance

Ferrell Anderson

Update on government filings

Dan Aiello, Ferrell Anderson

Update on bios for website

Elaine Stack

Reports on Regional Directors' plans

Regional Directors

Reports on calling members

Regional Directors

Formal committee updates

- Education / Outreach Committee
- Communications Committee
- Membership Committee
- Legislative Committee

Dan Aiello

Tom Timmons

Geoff Sutton

Michael Neary

Ad-hoc committee updates

- Home for ASEA materials
- Website Committee
- Development / Fundraising Committee
- Executive Committee (policies & procedures)
- Booth Committee

Dan Lonetti

Elaine Stack

Tom Timmons

Vivian Harte

Vivian Harte

Discussion of ASEA focus

Our By-laws and Articles of Incorporation say that our mission is to educate and advocate for solar, renewable energy and sustainability. Should our focus be on all three of these equally or on any particular one or two more than others?

Update on ASES 2010 conference

Harvey Bryan

Next two meeting dates and times

Closing thoughts

Directors Present

- Vivian Harte
- Toby Schneider
- Tom Timmons
- Amanda Acheson
- Bill Cunningham
- Ferrell Anderson
- Michael Neary
- Dan Lonetti

Directors Absent

- Joe Costion
- Harvey Bryan
- Anthony Floyd
- John Neville
- Dan Aiello
- Elaine Stack

Also Present

- Geoff Sutton

CALL TO ORDER & INTRODUCTIONS

Vivian Harte called the meeting to order at 10:00 am MST. A quorum of directors was present, and after introductions, was ready to proceed with business. Minutes of the July 12th meeting was unanimously approved and it was agreed that board meeting minutes will be posted on the website upon approval.

CHAIR's REPORT

Vivian has met with each pair of regional director's to review their plans for the upcoming year. She has discussed the planning required for the upcoming 2010 ASES conference with Becky Campbell-Howe and she has agreed to attend the Sept 27th board meeting.

TREASURER's REPORT

The current balance in the consolidated checking account was reported to be \$7,690.56.

Update on Board of Directors and liability insurance

The company that ASES uses was contacted for a second quote but their price was higher for the same coverage. Ferrell has moved ahead with purchasing from the original suggested company and should receive the policy within the next week. The total cost was \$1,106.00 per year.

It was decided that Bill Cunningham would transfer the \$150 in the southern regions' account to the general account via cashier's check and close the account for the Old Pueblo chapter.

Update on government filings

Dan and Ferrell have completed the paperwork and it is in review with Dan's attorney. We'll use the previous employer ID number and use Dan Aiello as statutory agent.

Update on bios for website

Those who have not yet submitted their bios for the website will do so in the next few weeks.

REGIONAL DIRECTORS' REPORT

NORTHERN REGION

Planning

It was decided that ASEA will have a booth at the Sustainable Living Fair on Sept 13-14 for \$100. The northern region will have their annual solar and wind home tour on Oct 25th with a lecture series to kick off on Oct 23rd.

Member Contact

The member list has been divided by area and follow-up calls will begin next week.

CENTRAL REGION

Planning

Michael is planning a meeting with each of the sub-chapter leaders to develop a cohesive plan for the Central region. Tour date has been set as being Oct 18th – more homes are needed for participation. May try to duplicate the lecture series in Glendale – he has several folks willing to lead.

Member Contact

Membership list will be divided for follow-up calls at the sub-chapter meeting.

SOUTHERN REGION

Planning

Will need their booth materials completed by Oct 8th for an event at UofA College of Architecture. Solar home tour for this region will be Nov 1-2. March 6-7 will be the Tucson Energy Expo with booths priced at \$500 – Toby will check on price for non-profits.

Member Contact

Membership list has been divided and follow-up calls will begin next week.

FORMAL COMMITTEE UPDATES

Education / Outreach Committee

No Report – Dan Aiello was unable to attend.

Communications Committee

Tom will issue quarterly newsletter beginning of Oct.

Membership Committee

Geoff stated that the membership committee has finalized their membership list.

Legislative Committee

Committee is planning for the new legislative officials after the election. Committee will focus on working with the new legislature enhancing the residential tax credits and resolving zoning issues.

AD-HOC COMMITTEE UPDATES

Home for ASEA materials

Dan Lonetti reported the only option for storage is a commercial facility which would be about \$50-\$60 per month. It was decided that we would identify a business that would be willing to provide a space for our storage at no charge. Michael will email ARISEIA members and make this request. May want to purchase a small storage shed on Craig's list to place at/in the facility.

Website Committee

It was unanimously decided that ASEA would procure domain names and web hosting services for creating an ASEA branded website at a cost of about \$80 for the 1st year. ASEA's website is envisioned to be primarily about ASEA as an organization, a point of collaboration and file-sharing for board members and blogs/forums and interaction for members. Generic solar information would remain on the AzSolarCenter website. Another unanimous decision was to purchase ArizonaSolarEnergy.org as our primary domain name with AzSolarEnergy.org and ArizonaSolarEnergyAssociation.org also pointing to our site. Tom will investigate the feasibility of obtaining the corresponding dot com domains, as well.

Development / Fundraising Committee

Discussion ensued regarding the various methods immediately available for generating income including, upgraded membership categories, annual solar cookbook (and other publications) available via website, grant opportunities, T-shirts, corporate sponsorship, etc. A call for additional ideas was proposed with responses to be sent to Tom Timmons.

Executive Committee (policies & procedures)

The executive committee met and will be presenting their recommendations regarding the following topics:

- Generic emails on AzSolarCenter rather than personal ones
- Procedures regarding new/renewing members
- Internal board communications with non-board members
- Code of ethics for ASEA in general and board members
- Policies and procedures regarding sub-chapters and sub-groups

Booth Committee

Banner - \$30 each need agreement on wording (discussed in next section)

Tabletop - \$350 tabled pending further research for alternatives with better size, price, etc.

Brochure - approved by all

Printouts from the AzSolarCenter - Ferrell agreed to help Vivian

Additional suggestions for each region to consider included shade cover, plastic table from Home Depot, and clipboards for literature.

DISCUSSION OF ASEA FOCUS

Our By-laws and Articles of Incorporation say that our mission is to educate and advocate for solar, renewable energy and sustainability. Should our focus be on all three of these equally or on any particular one or two more than others?

After some discussion, it was decided that ASEA should maintain its focus and expertise on Solar Energy.

UPDATE ON ASES 2010 CONFERENCE

Becky (ASES) has agreed to attend our next quarterly board meeting.

NEXT TWO MEETING DATES and TIMES

Quarterly in-person meeting Sept 27, 2008, 10am at the APS STAR Center.

Bi-quarterly phone conference call Nov 15, 2008, 10am

CLOSING THOUGHTS AND ADJOURNMENT

Vivian commended everyone for the strides made so far - regions are getting their planning completed, funding is actively being sought after, booth materials are being provided and a new web site in our own name will all contribute to ASEAs continuity and growth as an organization.

SUMMARY OF ACTION ITEMS

Assignee	TASK
Bill Cunningham	Transfer funds from Old Pueblo chapter to general fund and close account
Dan A & Ferrell	Acquire 501c3 tax exempt status
Toby	Determine price for non-profit booth at Tucson Energy Expo
Tom	Distribute quarterly newsletter in early Oct
ALL	Identify a business willing to let us use storage space at no charge
Michael	Email ARISEIA members requesting storage space
Tom	Determine availability and pricing for the corresponding .com URLs for the new website
ALL	Submit all ideas relating to funding sources to Tom Timmons
Vivian & Ferrell	Download and reproduce materials from AzSolarCenter for use as handouts.