



**Board of Directors Conference Call
Meeting Minutes
Monday, September 17, 2018
4:00 PM**

Present On the Call: Chairman Geoff Oxnam, Ms. Andrea Pelletier, Ms. Michele Mitch-Peterson, Mr. Josh Greene, Dr. Eric Wachsman, Ms. Deb Risher, Mr. Michael Gill, Dr. Alex Pavlak, Mr. John Fiastro, Mr. David Rawle, Ms. Kathy Magruder, Mr. Wyatt Shiflett, Ms. Pamela Powers, Ms. Dorothy Kolb, Ms. Sabrina Bachman, and guest, Mr. John Wiland, CPA.

Excused: Dr. Mary Beth Tung.

Call to Order: Chairman Oxnam called the meeting to order at 4:02 PM on Monday, September 17, 2018.

Welcoming Remarks: Chairman Oxnam welcomed Board Members to the call.

Chairman Oxnam requested a motion to close the meeting and identified a member who has taken the training as Dr. Pavlak with the following board members present: Chairman Geoff Oxnam, Ms. Michele Mitch-Peterson, Ms. Andrea Pelletier, Mr. Joshua Geene, Dr. Eric Wachsman, Ms. Deb Risher, Mr. Michael Gill, Dr. Alex Pavlak, Mr. David Rawle. and Mr. John Fiastro. Ms. Risher moved the motion. Dr. Wachsman seconded the motion. The motion passed with no objections or abstentions.

First Order of Business: The first order of business was to approve the minutes from the June 25, 2018, Board of Directors Meeting Minutes.

Chairman Oxnam called for a motion to approve the June 25, 2018, Board of Directors Meeting Minutes with edits offered by Mr. Fiastro. Dr. Wachsman moved the motion. Dr. Pavlak seconded the motion. The motion passed with no objections or abstentions.

Financial Matters: Treasurer Pelletier and Controller Kolb presented the FY 19 Q1 Financial Statements. Ms. Kolb reported cash on hand. Mr. Wiland presented the FY 18 Audited Financial Statements prepared by Mullen, Sondberg, Wimbish, and Stone, PA.

Chairman Oxnam called for a motion to accept the Audited Financial Statements as prepared and presented by MSWS for FY 18. Ms. Risher moved the motion. Dr. Wachsman seconded the motion. The motion passed with no objections or abstentions.

Executive Director Report: Ms. Magruder presented a Summit update, the Summit Agenda, and Board of Directors involvement in the event.

Communications Director Report: Ms. Bachman briefed the Board Members on the activities planned for NATIONAL CLEAN ENERGY WEEK. She reported that an Op-Ed would be circulated between September 24 and 28, 2018 with six podcasts airing.

Announcements: Chairman Oxnam thanked Board Members for attending the call.

Adjournment:

Chairman Oxnam requested a motion to adjourn the meeting. Dr. Wachsman moved the motion. Ms. Risher seconded the motion. The motion passed with no objections or abstentions. The meeting adjourned at 4:56 PM.