



Board of Directors Meeting Minutes
August 28th, 2017 2 PM
Easton Shore Conservation Center, Easton, Maryland

Present: Mr. Josh Greene, Ms. Michele Mitch-Peterson, Ms. Andrea Pelletier, Mr. Geoff Oxnam, Dr. Eric Wachsman, Ms. Deb Risher, Dr. Mary-Beth Tung, Mr. Michael Gill, Dr. Alex Pavlak, Mr. John Fiastro, Mr. David Rawle, Ms. Kathy Magruder, Mr. Wyatt Shiflett and Ms. Pamela Powers.

Call to Order: Chairman Greene called the meeting to order at 2:10 PM on August 28th, 2017 at the Eastern Shore Conservation Center in Easton, Maryland.

Welcoming Remarks: Chairman Greene thanked Mr. Oxnam for hosting the Board Meeting and welcomed the two newest Board Members, Mr. Michael Gill and Dr. Alex Pavlak.

First Order of Business: The first order of business was to nominate a new Treasurer for the Board of Directors.

Chairman Greene called for a motion to nominate Ms. Andrea Pelletier as Treasurer. Dr. Wachsman moved the motion, Ms. Risher seconded the motion. The motion passed unanimously.

Second Order of Business: The second order of business was to approve the minutes from the May 3rd, June 6th and August 11th, 2017 meeting minutes. Ms. Magruder noted changes made to the May 3rd, 2017 meeting minutes.

Chairman Greene called for a motion to approve the May 3rd, 2017 minutes as amended. Dr. Tung made the motion, Dr. Wachsman seconded the motion. The motion passed.

Chairman Greene requested a motion to approve the June 6th, 2017 minutes. Dr. Tung made the motion, Dr. Wachsman seconded the motion. The motion passed.

Chairman Greene called for a motion to approve minutes from the August 11th, 2017 Board Conference Call. Ms. Mitch-Peterson made the motion. Mr. Gill seconded the motion. The motion passed.

Financials: Ms. Magruder reported the MCEC cash on hand as of Friday, August 25th, 2017 at 4 PM. Ms. Magruder noted the receivables with typical payables, including two payroll periods. Ms. Magruder provided the Fiscal Year 2017 Year End Profit and Loss Statements with Budget to Actual.

Legal Matters:

Chairman Greene called for a motion to appoint a Finance and Investment Advisory Committee as per the MEII statue with the following members for a term ending on December 31st, 2017, including Mr. Gill as Chair with Treasurer Pelletier and Board Member Mr. Oxnam serving. Dr. Wachsman made the motion. Ms. Pelletier seconded the motion. The motion passed.

Executive Director's Report: Ms. Magruder commented on how MCEC has accomplished its mission from inception to present. She identified the directives of the original enabling statute, the purposes of the Maryland Clean Energy Center and summarized accomplishments from the fiscal years 2009 through 2017, with plans for fiscal year 2018. She summarized the notable indicators of success and relevant metrics to include significant job growth in the energy sector in Maryland from 2013 to 2015.

By consent, the Board approved the calendar and dates of events without objection.

Ms. Magruder brought up plans for MCEC to host the annual Legislative Reception in 2018.

Chairman Grene requested a motion to approve the date, venue and contract for the 2018 Legislative Reception to be held at the Historic Inns of Annapolis on February 6th, 2017. Dr. Wachsman moved; and Treasurer Pelletier seconded the motion. The motion passed.

Chairman Greene requested a motion to approve hosting the Maryland Clean Energy Center 2018 Legislative Reception at the Governor Calvert House with the approved contract of \$7872.00 estimated cost and registration fees to be on a graduating scale of \$100, \$120, and \$150 with no walk-ins. The motion passed by consent with no objections.

Financing Programs Updates: Mr. Shiflett discussed the “Financing Timetable for the University of Maryland College Park Shared Energy Saving Financing Project”, the IBBR Project, QECBs, the Baltimore Shines Project, the MDPACE Program and the closing of the MHELP program on July 31st, 2017.

MEA Report and Discussion: Dr. Tung discussed the RGGI program, Off Shore Wind, and natural gas mergers.

Adjournment: ***Chairman Greene requested a motion to adjourn the meeting at 4:51 PM Dr. Wachsman made the motion. Ms. Risher seconded the motion. The motion passed with no objections.***