



RI CHAPTER
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Minutes of Meeting

March 19, 2009

New England Institute of Technology
Warwick, Rhode Island

Members Present:

Connie McGreavy, Chair
Steven Turner, Vice Chair
Mark Winslow, Treasurer
Janice Greenwood, Secretary
Dan Paquette
Mark DiPetrillo
Justin Bownds
Norman Cook

Stephen Hughes
Joseph da Silva
Steve Kitchin
Gaytha Langlois
Holly Grosvenor
Caroline Karp
Laurie Drucker
Ken Filarski

Members Absent:

Tony Dematteo
James Lehouiller
Jack Leyden

1. Welcome and Call to Order – The USGBC was called to order at 4:45 PM.

Mrs. McGreavy welcomed Ann Clark and Brenda Pope of the Rhode Island Airport Corporation (RIAC). Ms. Clark and Ms. Pope presented a summary of the six RIAC facilities that service 4.7 million passengers annually and employ 22,000 workers. Ms. Pope presented some of the sustainable activities employed by RIAC:

Construction Initiatives:

- Pavement reclamation from taxiways and runways during rehabilitation
- Low flow plumbing
- Pavement blocks as a low impact development technique
- Low VOC materials for interior finishes
- Improving the use of natural light
- Recycling demolition debris - 85% recycled from the former Johnson & Wales student housing building

Air Quality Initiatives:

- Enforcing anti-idling standards
- All shuttle buses use CNG for fuel as well as ten of the fleet vehicles
- Initiating a diesel retrofit program to use green diesel fuel in all diesel equipment
- Working with taxi companies to convert to CNG fuel, which would be on a voluntary basis
- A public use CNG fueling facility opened at TF Green in 2006
- Car rental companies offer hybrids
- Routine air monitoring, including monitoring for PM.1 particulate matter

Water Quality Initiatives:

- Replaced ethylene glycol with propylene glycol for deicing
- Recycling of all glycol

- Combined glycol storage into a centralized facility reduces overall usage by computer analysis of the proper amount needed based on weather conditions

Energy Conservation Initiatives:

- Replaced light fixtures and controls with energy saving devices, including LED roadway lighting
- Implementing solar heating for domestic hot water
- Installing wells for irrigation to reduce potable water consumption
- Facility recycling of paper, cardboard, and plastic

In response to questions by Board members, Ms. Clark and Ms. Pope stated the following:

- The new Block Island terminal has energy management features.
- RIAC does not currently have any LEED certified facilities but expressed interest in LEED EB
- RIAC is submitting their first greenhouse gas inventory to the state on March 23rd.

Mrs. McGreavy thanked Ms. Clark and Ms. Pope for coming and suggested that RIAC highlight its green initiatives on the website.

2. Board Composition

Mrs. McGreavy announced that Paul DePace resigned from the board and presented his resignation letter. She also announced that she had received correspondence from Mr. Filarski, relinquishing his position as Secretary. As per the bylaws, Mrs. McGreavy introduced and nominated Mrs. Greenwood to serve out the remainder of Mr. DePace's term. With a show of hands, the board voted in the majority to approve. Ms. McGreavy then asked the officers to accept her nomination of Mrs. Greenwood as Secretary. The nomination was accepted by the majority of the officers and with a show of hands, the board approved Mrs. Greenwood for Secretary. Mr. Kitchen motioned to accept Mr. DePace's resignation with regret and to thank him for his service to the board, seconded by Mrs. Langlois. All were in favor.

3. Approval of Board Meeting Minutes

Ms. Langlois moved to accept the minutes of February 19th, seconded by Mr. Paquette. With a show of hands, the motion carried. Mr. Filarski stated that the minutes from November 6th are half way done.

4. Treasurer's Report

- A. Mrs. Young distributed a monthly report on 2009 revenues and expenses. Mr. Kitchin moved to accept the Treasurer's report of March 18th 2009, seconded by Ms. Langlois. With a show of hands, the motion carried.
- B. The board recognized Mr. Cook who was instrumental in donations from Nappa Building Corp. (\$1,000) and GEM Plumbing (\$1000).
- C. Mr. Winslow noted that 25% of the budget must be in the treasury to achieve full chapter status. Income from upcoming LEED workshops and quarterly USGBC member rebates will come in soon. Forty participants have signed up for the first LEED workshop with 5 others planned.
- D. Mr. Winslow reported that some Board members have not become chapter members, so invoices will be sent out with a request for immediate payment.

5. Board Liability Policy

Mr. DiPetrillo presented insurance package options for the board indicating that the chapter is required to have insurance before obtaining full chapter status. Mr. DiPetrillo stated that only general liability insurance is required, but a broader package may be purchased to include protection for non-RIGBC sponsored events as well as officers and directors. Discussion of the merits of each option ensued. Mr. Kitchin stated that any of the presented packages would cover NEIT's insurance requirements for use of their facility. Mrs. McGreavy stated that there is a budget of \$1,500 for insurance. Mr. DiPetrillo made a motion that Mrs. Young and himself negotiate with the insurance carriers to obtain coverage to include general liability and employer's liability with the condition that at least two comparable quotes are received and the cost of the

policy is within the \$1,500 limit. Mrs. McGreavy seconded the motion. The motion carried with a show of hands.

6. Chair's Report:

A. Mrs. McGreavy reported that the IRS had approved the RIGBC as a tax exempt entity and that full chapter status was imminent, pending submission of the financial report and insurance certificate. The chapter could be approved as early as April 7th, or in May.

B. Discussion on the review and adoption of draft grant administration procedures was tabled until the following month.

C. Grants

- The RIBGC has been awarded \$16,000 by the Greater Providence Chamber of Commerce to support the development of a virtual Green Resources Center. If the board chooses to accept, they must submit progress reports describing how the money is being used and attend two Chamber meetings. Mr. Turner made a motion for Mrs. McGreavy to accept and sign the grant letter as well as thank Dennis McCarthy of the **Green Marketplace Committee** for authoring the grant. Mr. Filarski seconded the motion. With a show of hands, the motion carried unanimously.
- Mrs. McGreavy reported that the RIGBC and URI cooperatively requested \$20,000 from the Greater Providence Chamber of Commerce to sponsor a global sustainable workforce conference; however, only \$2,500 was awarded and the letter went to URI. All submitters asking for conference funding are being given free space at the May Business Expo. Discussion ensued regarding whether and how to accept, share, and use the grant. Mrs. McGreavy explained that Mr. Lehoullier of the **Global Green Committee** offered various names for speakers; however, none were truly considered. Mr. Paquette and Mr. Turner made a motion to accept the grant if the RIGBC can use the funds to select and sponsor a speaker while retaining control over how the RIGBC name and logo is used. The RIGBC should try to get half the funds or if the terms are unacceptable, reject the grant. With a show of hands, the majority of the Board approved the action. Mrs. McGreavy will contact URI and the Chamber.

7. Disclosure of Conflicts and Antitrust Policy Review

A memorandum from the USGBC was distributed on the Anti-trust policy. Mr. Kitchin questioned the meaning of a statement on the second page, 5th line: "Persons and companies actually innocent of wrongdoing may be found to have violated the law." This item was then deferred to the next meeting because of time constraints and because it is not a requirement for full chapter status.

8. Committee Reports

A. Advocacy Committee

- Mr. Hughes summarized two bills under consideration that relate to green building: House Bill H5355 and Senate Bill S2303 which are companion bills. The Senate bill proposing LEED public buildings was recently heard and is under the Public Properties section of law. Companion bills H5347 and S0571 are under the Building Codes section of law; it contains provisions mirrored in the federal stimulus bill which call for upgrading the building standards to allow federal funding for energy efficiency improvements. Mr. Hughes reported that Mr. Leyden of the **Standards, Regulations and Codes Committee** met with a group of individuals to reconcile the language of the bills. Participants included building code officials, labor reps, housing reps, etc. but not the RI Builders Assn. The group agreed on language that was acceptable to the State Building Codes Standards Committee.
- Board members discussed the importance of making sure that certain public statements, (information, opinions, comments, testimonies, etc.) are not necessarily interpreted as being representative of the organization's position. Mr. Hughes volunteered to prepare a standard

statement for board members when testifying before the General Assembly on matters for which the board has not taken a formal position. Mr. Turner, with Mrs. McGreavy concurring, indicated that the chapter is allowed to undertake a certain amount of advocacy (5%) to inform but not unduly influence, as the overarching mission is education.

- Mrs. Karp suggested that the Board consider a 501(c) 4 tax status that would allow the organization to do more advocacy. The Board agreed that this could be discussed in the future, but it would be better to have been a chapter for at least one year before changes are made to its tax exempt 501 (c) 3 status.

B. Sponsorship/Finance Committee

- Mr. DiPetrillo presented the committee's recommendations suggesting that the board focus on a limited number of projects, prioritizing where the RIGBC spends its funds. The joint Finance/Sponsorship Committee believed that the Green Resources Center was a top priority. Mr. DiPetrillo requested that each committee chair inform him of their top three education and funding priorities by Wed., April 8th. Ms. Karp suggested that a permanent office with a staff member would be a priority for the Program Committee. Mrs. McGreavy echoed the need for paid staff to continue the accelerated pace of the organization's mission.
- Mr. DiPetrillo next presented a table summarizing sponsor levels and benefits and requested feedback from the board at the next meeting. Mr. Bownds felt there were good opportunities in making presentations before groups. Mr. DiPetrillo indicated that there is value when businesses can get access to potential customers through event sponsorship.
- Mr. Winslow suggested that an agenda item for next month should be a one hour discussion of priorities. Mrs. Drucker of the **Membership Committee** indicated there were 135 members.

C. Affordable Green Building Committee

Mr. Bownds reported that the committee's request for a grant from the Providence Chamber was denied because other funding sources are available. He described the committee's proposal to renovate a property (preferably one that has been foreclosed) to meet LEED standards. He reported that a grant to the RI Foundation was being prepared in order to video tape the project—not only the renovations but also the integrated design process. Mr. Bownds asked for the support of the board and received positive encouragement. Mrs. McGreavy clarified that the RIGBC will not be involved in the construction project, but will support the education component to showcase the “re-greening” of an existing building. Mr. Kitchin suggested that studio time at NEIT might be available as well as students to assist in the project.

D. Workforce Development Committee

Due to time constraints, Mr. Kitchin was unable to give a report on the Governor's Workforce Grant on Clean Tech and Green Construction for which he assumed the chapter would be a willing partner in terms of shared educational objectives.

E. Program Committee

Mr. McCarthy, committee chair, stated that he would be meeting with Ms. Karp to discuss program priorities. Ms. Karp felt that these priorities would likely lead to revisions in the Strategic Plan.

• Other Issues

- A. Mrs. McGreavy reported that the board's legal counsel suggested delaying the formation of an executive committee for another year until the board is more established.

- **Adjournment** – The meeting adjourned at approximately 6:35 PM.

Supporting Information:

- A. RI Green Building Council Balance Sheet as of March 19, 2009
- B. RI Chapter of the USGBC Insurance Quote Review
- C. Greater Providence Chamber of Commerce Letter dated February 27, 2009
- D. USGBC Memorandum dated September 5, 2007 on an Anti Trust Policy
- E. Green Resource Center Grant Summary
- F. Finance/Sponsorship Committee Recommendations for the chapter's funding priorities
- G. Sponsorship Levels: Individual and Corporate Options
- H. Green Building Demonstration Project Grant Summary



Janice M. Greenwood, P.E.
Secretary