



# ENERGY IMPROVEMENT CORPORATION, LDC

## Board Meeting Minutes: June 5, 2014

A meeting of the Board of Directors of EIC was held on Thursday, June 5, 2014.

After a roll call was taken, the meeting was called to order at 6:20pm by Mark Thielking who acted as chair of the meeting.

### **PRESENT:**

Neil Alexander	Kathryn Hoenig	Mark Thielking
Andrew Chintz	Mary Beth Kass	Leo Wiegman
Mike Gordon	Tom Kelly	

### **ABSENT:**

Chris Burdick	David Church	Olivia Farr
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### **OTHERS PRESENT:**

Tom Bregman	Dan Killourhy	Jim Staudt
Lauren Brois	Elyssa Rothe	

### **MINUTES**

On a motion by Mike Gordon and seconded by Mary Beth Kass, it was unanimously agreed to approve the May 1, 2014, Board Meeting minutes. All in favor, so be it

**RESOLVED** that the EIC Board of Director's meeting minutes of 5/1/14 is approved and accepted by the Board of Directors of which a copy is attached.

Abstained: Tom Kelly, Leo Wiegman

### **BI-MONTHLY EIC BOARD MEETINGS**

On a motion by Mike Gordon and seconded by Kathryn Hoenig, it was unanimously agreed to cancel the July 10, 2014, meeting of the Board. All other previously scheduled meetings will remain as set for the rest of the calendar year. All in favor, so be it

**RESOLVED** that the EIC Board of Directors meeting on Thursday, July 10, 2014, is cancelled and the next meeting of the Board is scheduled for August 7, 2014.

## **PRESENTATIONS**

### **Funding Update**

Dan Killourhy gave an overview of the status and progress of five categories of funding: NYSERDA DOE and EFP grants, Cleaner Greener Grant, foundations and revenue forecast.

**April Expense Report** – The April 2014 expense report was presented by Dan Killourhy. Dan reported grant balances and explained the salary variance will justify during a month with three-pay periods. Efforts are being made to fill the open Commercial program director position.

**Membership Update** – Elyssa Rothe reported on the status of prospective members in New York State, Westchester and constituent members which may lead to future meetings. Erie County is eager to initiate steps for membership. There has been a positive reception in Cortland with plans to be attend a Town Board work session in mid-June. Mt. Pleasant and Town of Pelham are unresponsive.

**EnergizeNY Residential Program** – Tom Bregman had exciting news, EnergizeNY Residential program reached their 511<sup>th</sup> home upgrade which results in a million dollars of annual savings and 1000 ton reduction of gas emissions. While out performance continues, Tom cautions the progress seems to have flattened due to EIC's lessened focus on the program. BPI certification courses were conducted by Norm Jenn.

**EnergizeNY Commercial Program** – Elyssa Rothe provided an update of the commercial pipeline. Criteria has been restructured to produce more realistic and accurate information of estimated financing and dates. Multi-Family Partner Program currently has 19 projects with an estimated \$12M in financings. QECCB has 58 projects with 29 of those eligible for QECCB monies with an estimate of \$8.9M in financings.

**Solar/Renewable Energy Program Development** is being worked on by Tom Bregman and a training schedule is in place for solar developers. Additional technical standards needed for underwriting will be introduced.

**NYSERDA Existing Facilities Program Grant \$91M** contract was reviewed by legal counsel. A scope of work of six tasks identified as deliverables: 1) development of a partnership with NYSERA EFP program and EnergizeNY; 2) develop market research to identify target sectors for commercial PACE in New York State; 3) expand capacity to leverage EnergizeNY finance throughout the State; 4) drive demand through EnergizeNY commercial programs; 5) develop EnergizeNY materials and increase online presence and 6) to build EIC self-sufficiency and develop additional funding sources.

On an motion by Kathryn Hoenig and seconded by Mike Gordon, it was unanimously agreed to approve the signing of the contact with NYSERDA for the Existing Facilities Program Grant with amendments as discussed at this meeting. So be it

**RESOLVED** that the Board approves Mark Thielking, Chairman, to sign the NYSEDA contact for the Existing Facilities Program Grant with amendments as discussed at this meeting.

**Westchester Solar Initiative** –NYSERDA has approved the scope of work and EIC’s legal counsel has reviewed the draft contract. The finalized contact is expected within a couple of weeks.

**PUBLIC COMMENT** - None

On a motion by Leo Wiegman and seconded by Kathryn Hoenig, there being no business before the Board the meeting ended at 8:45pm.

The next meeting of the EIC Board of Directors will be held on August 7, 2014, at 6:15pm at the Town of Bedford’s Offices at 425 Cherry Street.



# ENERGY IMPROVEMENT CORPORATION, LDC

## Board Meeting Minutes: May 1, 2014

A meeting of the Board of Directors of EIC was held on Thursday, May 1, 2014.

After a roll call was taken, the meeting was called to order at 6:23m by Mark Thielking who acted as chair of the meeting.

### **PRESENT:**

Neil Alexander	Olivia Farr	Mary Beth Kass
Chris Burdick	Mike Gordon	Mark Thielking
Andrew Chintz	Kathryn Hoenig	

### **ABSENT:**

David Church	Tom Kelly	Leo Wiegman
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### **OTHERS PRESENT:**

Tom Bregman	Robert Fischmann	Linda Whitehead
Lauren Brois	Dan Killourhy	

### **MINUTES**

On a motion by Chris Burdick and seconded by Mike Gordon, it was unanimously agreed to approve the April 3, 2014, Annual Board Meeting minutes with amendments as presented at this meeting. All in favor, so be it

**RESOLVED** that the amended Annual EIC Board of Directors meeting minutes of 4/3/14 is approved and accepted by the Board of Directors of which a copy is attached.

Abstained: Olivia Farr

### **FINANCIAL ANNUAL AUDIT REPORT**

On a motion by Chris Burdick and seconded by Kathryn Hoenig, it was unanimously agreed to ratify the unanimous email vote of April 22, 2014, and accept the 2013 Annual Financial Audit Report completed by O'Connor Davies. All in favor, so be it

**RESOLVED** that the 2013 Annual Financial Audit completed by O'Connor Davies is accepted by the Board of which a copy is attached.

## **PRESENTATIONS**

**March Expense Report** – The March 2014 expense report was presented by Dan Killourhy. Dan reported on grant balances, Deutsche Bank grant award expected in May and the Town of Bedford expense accounts being finalized within the next week. Payroll adjustments agreed in January went into effect in April and benefit costs are lower than forecasted due to fewer than expected participants.

**New Member Update** – Joe Del Sindaco reported on the status of the various municipalities and counties in New York State. Mt. Vernon membership is stalled but hopeful things will move forward. There has been very little progress in municipalities such as Mt. Pleasant, Eastchester, Harrison and Cortlandt. Positive activity continues in counties such as Broome, Erie, Orange and Ulster.

**EnergizeNY Residential Program** – Tom Bregman stated EnergizeNY is closing in on their 500<sup>th</sup> upgrade. NWEAC continues to lead in upgrades in Westchester with Comfort Core members completing 404 out of 449 upgrades. Lauren Brois described “A Week in the Energize Office” as handling: 10-15 signups weekly over the web or from events; 5-10 assessment applications; 7 assessment approvals; and 1-2 energy coach visits with eight outreach library events monthly.

**EnergizeNY Commercial Program** – Bob Fischmann provided an update of the commercial pipeline and the likelihood of 73 projects moving toward financing with 24 being multi-family projects.

**Solar/Renewable Energy Program Development** – Tom Bregman stated training sessions have been done with multi-family performance partners resulting in six projects being started. Continuing to develop curriculum and will be training independently or in concert with CUNY to perform outreach and training of solar contractors by the beginning of the 3<sup>rd</sup> quarter with hopes to initiate additional projects into the pipeline. The Governor

announced the 2<sup>nd</sup> round of the Cleaner Greener grant with a compressed schedule of priority projects due by 6/1 and a deadline for filing by 6/16.

**Westchester Solar Initiative** – Mark Thielking stated contracts are still being worked on.

**RFP for Financial Services** – Mark Thielking stated the Finance Committee, having met with three out of seven responders, hopes to award the RFP within the new two weeks

**PUBLIC COMMENT** - None

On a motion by Kathryn Hoenig and seconded by Mary Beth Kass, there being no business before the Board the meeting ended at 7:58pm.

The next meeting of the EIC Board of Directors will be held on June 5, 2014, at 6:15pm at the Town of Bedford's Offices at 425 Cherry Street.