



## Board of Directors Executive Committee Meeting

Monday, April 1, 2013 \* 5:00-6:00 pm

### MINUTES

Attending: Mac, Claire, Linda, Gordy, & Robert; Absent: Bruce

Mac called the meeting to order at 5:15pm.

1. Gordy provided a high-level glimpse at the financials for Q1. In short, \$67K in income vs. \$51K in expenses puts us in a good footing. Claire explained about the grant sources and expected spends for designated programs. She's planning to move Morgan to hourly pay status soon.

2. Claire gave a *Solar Winery Tour* event update. **Oregon Electric Group** signed on as the "Title Sponsor" (great get, Claire!!) as a professional member for \$1200 annual. Ticket sales are lagging and Claire asked that Board members get involved by purchasing tickets and promoting the event to friends and professional partners. Claire wants to reprint event brochures with Oregon Electric Group's logo and information and pass them out at the upcoming Solar Drinks.

3. Claire will send around a draft of the PGE proposal for our review and input. This draft is due to PGE (Thor H) by April 15th so turnaround is critical. If proposal is accepted, Solar Oregon will administrate the program and be paid a percentage (est 15%) of total budget.

4. Mac is drafting a proposal to support several paid internships and will ask SolarCity to sign on as our initial sponsor.

#### 5. Administrative issues discussed:

- Claire's annual review will be scheduled for May. Mac will request performance review input from Board members and make a recommendation for salary increase.
- Portland's new sick leave policy is effective Jan 1, 2014. Mac asked OpsCom to review in order to ensure policy compliance (for staff).
- Rent increase of \$50 is effective April 2013.
- No representative from Solar Oregon will be attending the ASES Solar 2013 Conference!
- Claire will be on vacation starting Friday, April 5 to travel to Nicaragua with Green Empowerment to install solar. She will write on her experiences and we'll publish.

Meeting adjourned at 6:01pm. Minutes submitted by Mac.

#### Upcoming Events:

- Solar Drinks – Tuesday, April 16 at Melody Ballroom (Portland)
- Future Energy Conference (Portland) – April 16-17

- ASES annual conference – April (Baltimore, MD)

**Next Board meeting date:**

Board Meeting: Monday, May 13 Location: SO Office