



Board of Directors Meeting Minutes
Monday, October 7, 2019
Tech Ventures Building
5000 College Avenue, Suite 31010
College Park, Maryland 20740
10 AM – 12 PM

Present: Chairman Geoff Oxnam, Ms. Michele Mitch-Peterson, Ms. Andrea Pelletier, Dr. Alex Pavlak, Mr. Paul Albertus, (Proxy for Dr. Eric Wachsman), Mr. Landon Fahrig, Mr. David Rawle, Ms. Kathy Magruder, Mr. Wyatt Shiflett, Ms. Sabrina Bachman, Ms. Dorothy Kolb, Mr. Dante Monakil, Ms. Pamela Powers, Mr. Brian Toll, and guests Mr. Trenton Allen, Ms. Melis Tezel, and Mr. Alexander Bonelli with Sustainable Capital Advisors.

Phone-In: Mr. Mike Gill and Mr. Joshua Greene

Excused: Dr. Eric Wachsman, Ms. Debbie Risher, and Dr. Mary Beth Tung

Call to Order: Chairman Oxnam called the meeting to order at 10:05 AM on Monday, October 7, 2019.

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

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 Greene, Mr. Mike Gill, and Dr. Alex Pavlak. Dr. Pavlak moved the motion. Ms. Pelletier seconded the motion. The motion passed with no abstentions or objections.

Ms. Magruder presented the FY 2020 Proposed Calendar of events. Board Members confirmed proposed meeting dates as January 27, 2020, March 30, 2020, June 22, 2020, and September 14, 2020.

First Order of Business: The first order of business was to approve July 29, 2019, Board of Directors Meeting Minutes with Conference Call Minutes September 18, 2019, and addendum.

Chairman Oxnam called for a motion to approve July 29, 2019, Board of Directors Meeting Minutes and September 18, 2019 Conference Call Minutes with addendum as written. Dr. Pavlak moved the motion. Ms. Pelletier seconded the motion. The motion passed with no abstentions or objections.

Financial Matters: Ms. Kolb presented the financial statements for FY 20 MCEC Year to Date and FY 20 MEIA Year to Date. Mr. Shiflett updated members on the Deloitte Guidance.

Finance Programs Report: Mr. Shiflett briefed Board Members on the MCAP Project Pipeline. Mr. Monakil updated the Board Members on the status of the MHELP 2.0 development.

Strategic Plan Report Update: Mr. Allen directed Board Members to the draft presentation of the strategic plan and summarized the document.

Legal Matters: Mr. Rawle discussed Attorney General's Opinion on the Creation and Operation of a Business Accelerator. Chairman Oxnam recommended Perspectus Council-Focus Group for the Maryland Energy Innovation Accelerator assigning the following Board Members: Chairman Oxnam, Ms. Pelletier, Dr. Pavlak, and Dr. Wachsman with the option of an Advisory Council Member.

MEIA Report: Mr. Toll updated the members on the activities of MEIA, presenting possible companies the organization may work with, companies recruited, and website updates.

Executive Director Report: Ms. Magruder discussed the Biomass Forum Grant and proposed spring event. She continued with details on the preliminary plans for the 2020 Legislative Reception.

Communications Program Report: Ms. Bachman updated Board Members on the Summit Marketing, registration, and attendance. Ms. Magruder discussed the proposal presented by the College Park Marriott Hotel and Conference Center for 2020 and 2021 Summits.

Chairman Oxnam called for a motion to continue negotiations for the 2020 and 2021 Summits at the College Park Marriott Hotel and Conference Center with a contract for consideration at the November meeting. Ms. Mitch-Peterson moved the motion. Ms. Pelletier seconded the motion. The motion passed with no abstentions or objections.

Announcements: Chairman Oxnam announced the Board Retreat on November 22, 2019, at the Inn at the Chesapeake Bay Beach Club.

Adjournment: *Chairman Oxnam requested a motion to adjourn the meeting. Dr. Pavlak moved the motion. The motion passed with no abstentions or objections. The meeting adjourned at 12:03 PM.*