



Board of Directors Meeting Minutes
Monday, July 26, 2021
MCEC Conference/Zoom Meeting
10 AM-Noon

Present: Chairman Geoff Oxnam, Vice-Chair Mike Gill, Treasurer Andrea Pelletier, Dr. Alex Pavlak, Dr. Samuel Williams, Mr. Al Delia, Ms. Brittney Powell, Mr. John Quinn, Dr. Mary Beth Tung, Mr. Chris Rice, Mr. Roop Vijayan, Ms. Kathy Magruder, Ms. Sabrina Bachman, Mr. Steven Cowan, Ms. Dorothy Kolb, Mr. Ben Margolis, Ms. Pamela Powers, Mr. Ben Rupert, and Mr. Brian Toll.

Welcoming Remarks: Chairman Oxnam welcomed Board Members to the meeting at 10:01 AM.

Chairman Oxnam requested a motion to close the meeting and identified members who have taken the training with the following board members present:

Chairman Oxnam, Vice-Chair Gill, Treasurer Pelletier, Dr. Pavlak, Dr. Williams, Mr. Delia, Ms. Powell, Mr. Quinn, and Dr. Tung. Dr. Williams moved the motion. Mr. Delia seconded the motion. The motion passed with no abstentions or objections.

<i>Chairman Oxnam – AYE</i>	<i>Ms. Powell – AYE</i>
<i>Vice-Chair Gill – AYE</i>	<i>Dr. Williams – AYE</i>
<i>Treasurer Pelletier – AYE</i>	<i>Mr. Quinn – AYE</i>
<i>Dr. Pavlak – AYE</i>	<i>Dr. Tung – AYE</i>
<i>Mr. Delia – AYE</i>	

First Order of Business: The first order of business was to approve the Board of Directors Meeting Minutes for Monday, May 24, 2021.

Chairman Oxnam requested a motion to approve the Board of Directors Minutes from Monday, May 24, 2021. Mr. Quinn moved the motion. Ms. Pelletier seconded the motion. The motion passed with no abstentions or objections.

<i>Chairman Oxnam – AYE</i>	<i>Ms. Powell – AYE</i>
<i>Vice-Chair Gill – AYE</i>	<i>Dr. Williams – AYE</i>
<i>Treasurer Pelletier – AYE</i>	<i>Mr. Quinn – AYE</i>
<i>Dr. Pavlak – AYE</i>	<i>Dr. Tung – AYE</i>
<i>Mr. Delia – AYE</i>	

Financial Matters: Ms. Pelletier presented the end of the year financials for MCEC and MEIA.

Executive Director Report: Ms. Magruder discussed the FY 2022 Strategic Plan, the SWET Grant Award and the DNR MOU, and the Rural Maryland Council Grant Application with business development and financing opportunities. She directed Board Members to the MCEC Employee Policy Handbook.

Finance Programs: Ms. Magruder updated Board Members on the Maryland Clean Energy Advantage Loan Program and the MD-PACE Program Administrator. Mr. Cowan addressed members on the Project Pipeline.

Communications Program Report: Ms. Bachman presented the Communications Program Report.

MEIA Report: Mr. Toll announced the MEIA accomplishments during FY 2021.

Executive Session: Chairman Oxnam called an Executive Session, requesting that staff leave the meeting.

Chairman Oxnam requested a motion to end the Executive Session and resume the regular board meeting. Mr. Quinn moved the motion. Dr. Williams seconded the motion. The motion passed with consensus.

Chairman Oxnam requested staff return to the meeting.

New Business: Board members discussed modifying the MCEC logo to include Nuclear and the possibility of rebranding the organization. Members recommended continuing the discussion at a future meeting. Dr. Pavlak withdrew his motion.

Announcements: Chairman Oxnam announced the next meeting of the Board of Directors on Monday, September 27, 2021, at 10 AM in the MCEC conference room / Zoom.

Adjournment:

Chairman Oxnam requested a motion to adjourn the meeting. Dr. Williams moved the motion. Mr. Delia seconded the motion. Dr. Pavlak seconded the motion. The motion passed with consensus. The meeting adjourned at 12:23 PM.

Addendum I:

**Interim Board of Directors Meeting
Wednesday, September 15, 2021
Zoom
3 PM**

Present: Chairman Geoff Oxnam, Treasurer Andrea Pelletier, Dr. Alex Pavlak, Dr. Samuel Williams, Mr. Al Delia, Ms. Brittney Powell, Mr. John Quinn, Mr. Chris Rice, Mr. Roop Vijayan, Ms. Kathy Magruder, Mr. Steven Cowan, Mr. Ben Margolis, Ms. Pamela Powers, and Mr. Ben Rupert.

Excused: Vice-Chair Gill, Dr. Mary Beth Tung

Welcoming Remarks: Chairman Oxnam welcomed Board Members to the meeting at 3:05 PM.

Chairman Oxnam requested a motion to close the meeting and identified five members and staff who have taken the training with the following board members present:

Chairman Oxnam, Treasurer Pelletier, Dr. Pavlak, Dr. Williams, Mr. Delia, Ms. Powell, Mr. Quinn, and Mr. Rice. Dr. Pavlak moved the motion. Dr. Williams seconded the motion. The motion passed with no abstentions or objections.

Chairman Oxnam – AYE

Ms. Powell – AYE

Vice-Chair Gill – Absent

Dr. Williams – AYE

Treasurer Pelletier – AYE

Mr. Quinn – AYE

Dr. Pavlak – AYE

Mr. Rice – AYE

Mr. Delia – AYE

First Order of Business: The first order of business was to approve the Clean Energy Loan Program Administration Contract as presented.

Chairman Oxnam requested a motion to approve the Clean Energy Loan Program Administration contract as presented. Mr. Quinn moved the motion. Ms. Pelletier seconded the motion. The motion passed with no abstentions or objections.

*Chairman Oxnam – AYE
Vice-Chair Gill – Absent
Treasurer Pelletier – AYE
Dr. Pavlak – AYE
Mr. Delia – AYE*

*Ms. Powell – AYE
Dr. Williams – AYE
Mr. Quinn – AYE
Mr. Rice – AYE*

Second Order of Business: The second order of business was to approve the CTI/Toll contract as presented.

Chairman Oxnam requested a motion to approve the CTI/Toll contract as presented. Mr. Delia moved the motion. Dr. Williams seconded the motion. The motion passed with no abstentions or objections.

*Chairman Oxnam – AYE
Vice-Chair Gill – Absent
Treasurer Pelletier – AYE
Dr. Pavlak – AYE
Mr. Delia – AYE*

*Ms. Powell – AYE
Dr. Williams – AYE
Mr. Quinn – AYE
Mr. Rice – AYE*

Executive Session: Chairman Oxnam requested an executive session to discuss personnel issues, excusing MCEC staff.

Chairman Oxnam requested a motion to enter an executive session and excused MCEC staff. Dr. Pavlak moved the motion. Ms. Powell seconded the motion. The motion passed with no abstentions or objections.

*Chairman Oxnam – AYE
Vice-Chair Gill – Absent
Treasurer Pelletier – AYE
Dr. Pavlak – AYE
Mr. Delia – AYE*

*Ms. Powell – AYE
Dr. Williams – AYE
Mr. Quinn – AYE
Mr. Rice – AYE*

The Board of Directors tabled the personnel matter.

Adjournment:

Chairman Oxnam requested a motion to adjourn. Dr. Delia moved the motion. Dr. Williams seconded the motion. The motion passed with no abstentions or objections.

*Chairman Oxnam – AYE
Vice-Chair Gill – Absent
Treasurer Pelletier – AYE
Dr. Pavlak – AYE
Mr. Delia – AYE*

*Ms. Powell – AYE
Dr. Williams – AYE
Mr. Quinn – AYE
Mr. Rice – AYE*