



Board of Directors Meeting Minutes
Monday, July 25, 2022
Zoom 10 AM

Present: Chairman Geoff Oxnam, Vice-Chair Mike Gill, Ms. Andrea Pelletier, Mr. Al Delia, Mr. John Quinn, Dr. Eric Wachsman, Dr. Samuel Williams, Dr. Mary Beth Tung, Mr. Roop Vijayan, Ms. Kathy Magruder, Ms. Sabrina Bachman, Mr. Steven Cowan, Ms. Dorothy Kolb, Ms. Pamela Powers, Ms. Maura Ross, Mr. Ben Rupert, and Mr. Brian Toll.

Excused: Ms. Brittney Powell

Welcoming Remarks: Chairman Oxnam welcomed Board Members to the meeting at 10:03 AM.

First Order of Business: The first order of business was to approve the Board of Directors Meeting Minutes for Monday, May 23, 2022.

Chairman Oxnam requested a motion to approve the Board of Directors Minutes from Monday, May 23, 2022, as presented. Dr. Wachsman moved the motion. Dr. Williams seconded the motion. The motion passed with no abstentions or objections.

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

*Ms. Powell – EX
Mr. Quinn – AYE
Dr. Wachsman – AYE
Dr. Williams – AYE
Dr. Tung – AYE*

Financial Matters: Ms. Kolb presented the MCEC FY 22 Year-to-Date Financial Statements, reporting a cash balance in the operating budget of \$733,756.00. She announced that the financial audit progress would begin the first week of August. Mr. Toll explained the MEIA FY 2022 Year-to-Date Financial Statements.

Executive Director Report: Ms. Magruder discussed the progress of the organizational strategic plan. She noted priorities as the C3 Fund and collaboration with the Center for Climate Strategies, the Marketing Program Assistant new hire, RFPs in progress, the Energy 101 document, the Annual Report, the 2022 Speaker Series, and the possibility of a Solar Recycling/Reuse program. She continued with the option of adding solar projects to the CEA Loan Program, her participation in the Building Performance Task Force and the Howard County Youth Climate Change Advisory Board. Ms. Magruder reported the status of the organization’s ability to participate in the State of Maryland Health Care Benefits as pending the Department of Budget and Management report.

Communications Report: Ms. Bachman presented the FY 2022 Outreach and Education success metric summary followed by priorities for marketing and communication during FY 2023 Q1.

Finance, Procurement & Technical Support Report: Mr. Cowan updated members on the Clean Energy Advantage Loan Program, announced that the MDPACE Program Administrator transition was complete, discussed MOUs for procurement services, and the collaboration with the Center for Climate Strategies in developing a framework for the Climate Catalytic Capital Fund. He continued with a pipeline development summary.

MEIA Update: Mr. Toll reported the MEIA activities, including the exit of the Commercialization Program Manager and his reduced capacity with the organization. He announced search for the open positions, providing a link to the employment posting.

New Business and Announcements: Chairman Oxnam expressed his gratitude for Board Member participation in the meeting.

Adjournment:

Chairman Oxnam requested a motion to adjourn the meeting. Dr. Wachsman moved the motion. Mr. Delia seconded the motion. The meeting adjourned at 12:16 PM. The motion passed with consensus. The meeting adjourned at 11:21 AM.