

**Present:** Interim Chairman Mike Gill, Treasurer Ms. Andrea Pelletier, Ms. Ruth Ann Norton, Ms. Brittany Powell, Dr. Samuel Williams, Mr. Salvatore Vitale, Director Paul Pinsky, Dr. Paul Albertus as designee for Dr. Eric Wachsman, Ms. Kathy Magruder, Ms. Sabrina Bachman, Mr. Steven Cowan, Mr. Wade Haerle, Mr. Aziz Kamulegeya, Ms. Rylee Kennedy, Ms. Limunga Mingo, Ms. Pamela Powers, Ms. Maya Ross, Mr. Ben Rupert, Ms. Mary Sirois, and Mr. Roop Vijayan. Guests Erin Charles, Partner, SC&H and Kaitlin Williams, Manager, SC&H.

**Welcoming Remarks:** Kathy introduced guest auditors from SC&H and Interim chair, Mr. Mike Gill.

**First Order of Business:** The first order of business was to approve the Board of Directors Meeting Minutes for July 24, 2023.

*Interim Chairman Gill requested a motion to approve the Board of Directors Minutes for Monday, July 24, 2023, as presented. Ms. Pelletier moved the motion. Ms. Norton seconded the motion. The motion passed unanimously.*

<i>Interim Chair Gill – AYE</i>	<i>Ms. Powell – AYE</i>	<i>Director Pinsky – AYE</i>
<i>Treasurer Pelletier – AYE</i>	<i>Dr. Williams – AYE</i>	<i>Dr. Albertus – Excused</i>
<i>Ms. Norton – AYE</i>	<i>Mr. Vitale – AYE</i>	

**Financial Matters:** Ms. Charles and Ms. Williams presented the audit results and findings, including deliverables, audit opinion, statement of net position, statement of cash flows and the notes to financial statements, financial statement adjustments and reconciliations. They reported on the internal controls review, and that MCEC is considered a low-risk auditee based on federal money expenditures. They highlighted information about the different reporting frameworks and which methodology was used for MCEC for this audit and going forward. Ms. Charles and Ms. Williams also shared that it was a smooth process this year with no delays.

*Interim Chairman Gill requested a motion to accept the FY23 Audited financial statements and report as presented by SC&H. Director Pinsky moved the motion. Ms. Powell seconded the motion. The motion passed unanimously.*

<i>Interim Chair Gill – AYE</i>	<i>Ms. Powell – AYE</i>	<i>Director Pinsky – AYE</i>
<i>Treasurer Pelletier – AYE</i>	<i>Dr. Williams – AYE</i>	<i>Dr. Albertus – Excused</i>
<i>Ms. Norton – AYE</i>	<i>Mr. Vitale – AYE</i>	

Ms. Pelletier reported on MCEC financials, highlighting budget variances, revenue and expenses including grant and program revenue. She detailed the budget to actuals and cash on hand as of August 31, 2023. Mr. Haerle shared the variance analysis for MEIA including budget to actuals and financials and cash on hand as of August 31, 2023.

**Executive Director Report:** Ms. Magruder provided a grant management review, detailing status updates for several of the current grants and money allocation. Ms. Norton encouraged MCEC to look closely at deployment strategies and distinguish between institutional centers and boots-on-the-ground implementers. Ms. Magruder introduced Maya Ross, the new Wood Energy Coordinator, and updated Members on current happenings in the Wood Energy Program. The Members voted to close the session to meet on enhancing organizational efficiency.

*Interim Chairman Gill requested a motion to close the meeting in accordance with Section 3-305(5) of the Open Meetings Act, to discuss personnel matters, recognizing previously identified members and staff who have taken the Open Meetings Training. Ms. Powell moved the motion. Ms. Pelletier seconded the motion. Ms. Norton clarified that the recording will be stopped during the closed session. The motion passed unanimously.*

<i>Interim Chair Gill – AYE</i>	<i>Ms. Powell – AYE</i>	<i>Director Pinsky – AYE</i>
<i>Treasurer Pelletier – AYE</i>	<i>Dr. Williams – AYE</i>	<i>Dr. Albertus – AYE</i>
<i>Ms. Norton – AYE</i>	<i>Mr. Vitale – AYE</i>	

*Interim Chairman Gill requested a motion reopen the meeting. Ms. Powell moved the motion. Dr. Williams seconded the motion. The motion passed unanimously.*

<i>Interim Chair Gill – AYE</i>	<i>Ms. Powell – AYE</i>	<i>Director Pinsky – AYE</i>
<i>Treasurer Pelletier – AYE</i>	<i>Dr. Williams – AYE</i>	<i>Dr. Albertus – AYE</i>
<i>Ms. Norton – AYE</i>	<i>Mr. Vitale – AYE</i>	

Interim Chairman Gill and Ms. Magruder reported that no action was taken by the board in closed session.

**Finance Division Report:** Mr. Cowan provided an update on programs and activity pipeline highlighting the CEA Loan Program, MD PACE, and the Climate Catalytic Capital Fund.

*Interim Chairman Gill requested a motion to approve appointments to the Climate catalytic Capital Fund Investment Oversight Committee as presented by staff, including Mr. Michael Grossman and Mr. Elorm Addae-Nuku. Ms. Norton moved the motion. Ms. Pelletier seconded the motion. The motion passed unanimously.*

*Interim Chair Gill – AYE*

*Ms. Powell – AYE*

*Director Pinsky – AYE*

*Treasurer Pelletier – AYE*

*Dr. Williams – AYE*

*Dr. Albertus – AYE*

*Ms. Norton – AYE*

*Mr. Vitale – AYE*

**MEIA Update:** Mr. Haerle discussed initial ideas for budgetary solutions including legislative strategy and startup team expense budget adjustment. He also touched on KPIs and pipeline.

**Communications Director:** Ms. Bachman summarized division metrics and exhibited the final C3 Fund Logo. She also shared a Look Book update and CEA extended marketing, consumer awareness campaign and gave Summit updates and reminders.

**Procurement & Technical Support Report:** Ms. Magruder informed the board about the current requests for proposal and specifics on some current projects.

**Adjournment:** Interim Chairman Gill requested a motion to close the meeting at 12:03 PM.

*Chairman Gill requested a motion to adjourn the meeting. The meeting adjourned by consensus.*

Recording of the meeting can be found at: [https://bit.ly/MCEC\\_2023\\_09-18](https://bit.ly/MCEC_2023_09-18)