

To: Members of Greenbelt Community Solar

From: Steve Skolnik

Date: April 19, 2012

Subject: Minutes and Actions for the April 18, 2012

Attendees: Steve Lindner, Jerry Bonnell, John Mason, Lore Rosenthal, Steve Skolnik, Shalom Fisher

Minutes

1. The minutes from the February 14, 2012 meeting were approved with minor corrections. Steve S. will ask Dale to post these to the GCS website (along with January's minutes, which are yet to be posted).
2. As-built drawings and other final documentation from Astrum: no action has been taken on this item, as Frank was not in attendance.
3. Status of federal and state grant payments: Jerry reported that the Maryland grant, valued at \$10,800, has been paid to us. The federal grant is still pending, with Astrum stating all required paperwork is in place. It is noted that we (GCS) have little insight into the actual requirements or procedure for filing for the federal rebate, since Astrum handled this aspect of the project for us. Steve S. will contact Astrum to follow up on the status of this item.
4. Enphase Enlighten 'view-only' monitoring added to the GCS web-site: Jerry reported that he had previously enabled the Enlighten website for public viewing, and distributed the URL (web address) for this to all managers. Steve S. will ask Dale to place a link to this URL on the front page of the GCS web site.
5. Status of GBC billing for solar power (and Treasurer's report): Jerry reported that accountant Rich Simonen has sent bills to Greenbelt Baptist Church for January, February, and March; the church has paid all three bills in full. Jerry showed copies of the Enphase reports and invoices Rich has generated for the church, as well as copies of the checks. Jerry requested we switch the M&T bank account to all-electronic statements; this was moved by Steve Lindner, seconded by John, and approved by unanimous vote. Jerry noted there is no bank charge associated with this change as long as our account balance exceeds \$5,000.

One question related to billings that was raised is whether our accountant has other staff or provisions for continuation of business in his absence, e.g., during an illness; Steve S. agreed to write him to pose this question.

Jerry also noted that, with Rich's help, he has filed the required 'Personal Property Tax' return for 2012, including payment of the \$300 filing fee for Limited Liability Companies to the MD Dept of Assessments and Taxation. He also noted that Rich has not sent a bill for accounting services as yet.

Jerry reported the current bank balance, which is higher because of having received the Maryland grant as well as income from the sale of power to GBC. All current debts have been paid, including Jerry's and Shalom's reimbursements for expenses outlaid.

Jerry points out we are a Limited Liability Company, not corporation (knows about this having just done the tax return).

6. Other business

Discussion about changed nature of GCS, and roles for future meetings/activities:

Lore: When GCS started we were a community organization with 80 people on a list of interested parties; now we've become a for-profit LLC, but we continue to educate people about solar and do advocacy. Suggest we restructure minutes to separate 'business' items from 'general' items. Think we should recognize our role as a community organization.

Steve L.: There's a fine (but clear) line about our responsibility as an LLC to protect our membership.

Lore: Suggest we have 2 separate organizations, the LLC and the community organization.

John: Barbara Simons does this, running 2 meetings within each other.

Jerry: Think the web site is the LLC's site, what goes on it is sanctioned by Mgmt Committee.

Steve L.: 2nd project means 2nd LLC, separate from this one.

Jerry: Think non-members should be allowed to attend GCS meetings with prior permission from a Mgmt Committee member. Steve S. agrees; we don't really have anything to hide.

Steve S.: (summarizing discussion) Proposal is to make monthly meetings open as a community organization; GCS Mgmt Committee meetings to be held only quarterly (and could even be done by phone per Operating Agreement). Steve S. suggests we set next meeting of GCS Mgmt Committee for July, see what happens. Also, think there should be opportunity for Managers not present this evening to comment on this issue.

All agreed with this approach.

7. Future projects: No action has been taken on any of these since last meeting.

- a. Laurel Presbyterian Church
- b. All Saints Lutheran Church
- c. Christ Congregational Church
- d. City of Greenbelt
 - Steve S. is to follow up with Luisa Robles
- e. Greenbelt Consumer Cooperative
 - Steve S. is to make contact, possibly meet with store manager Bob Davis

8. Next meeting date:

Greenbelt Community Solar open meeting to discuss future projects and advocacy is scheduled for Tuesday, May 15, 2012, 7:30pm. Meeting tentatively will be held at 8-A Ridge Rd (Steve Skolnik's home).

GCS Management Committee meeting is scheduled for Wednesday, July 11, 2012, 7:30pm. Meeting tentatively will be held at Robert Kessel's home.

Action Items:

1. Steve S. to ask Dale to post Jan and Feb minutes to the GCS website.
2. Steve S. to ask Dale to insert Enphase Enlighten 'public view' URL on front page of GCS web site.
3. John to provide name of Astrum's 'grant guru' to Steve S., who will contact to ask status of federal rebate. *(this action subsequently taken as of April 19)*
4. Jerry to change M&T bank account to all electronic statements.
5. Steve S. to write accountant Rich Simonen to ask about other staff or plan for business continuation in event of his absence.
6. Steve S. to contact Luisa Robles, City of Greenbelt, to continue/restart discussion of future solar project.
7. Steve S. to contact Bob Davis, Greenbelt Consumers Cooperative, to restart discussion of future solar project (with roof?)

The meeting was adjourned at approximately 9:20pm.

These minutes were taken and transcribed by Steve Skolnik.