

Greenbelt Community Solar, Minutes - 4/20/11

Attending: John M., Dale B., Steve S., Steve L., Lore R., Robert K., Jerry B., Frank G., Mona K.

Absent: Shalom F., Marat M.

Facilitator: Lore R.; **Note taker:** John M.

A. **FINANCES:** Jerry B. received seed money from those present and is keeping a list/ledger. He is also keeping track of expenses paid out.

B. **OPERATING AGREEMENT:** Agreed on a 9 member board after much discussion. This would mean that five members would constitute a "quorum" at any given meeting and three votes would constitute a "simple majority" if five were in attendance.

Discussed board positions with Steve S. being Chair, Dale B. being Tax Matters Partner, Jerry B. being Treasurer, Frank G being Project Manager and the remaining five (Lore R, John M, Steve L., Robert K., Shalom F.) being Founding Members.

Agreed on a \$2,500.00 min. membership contribution with increments of \$500.00 and a cap of \$10,000.00. Discussed that we may not be limited to 35 members.

Robert K. to retain the accountant that UPCS uses in Frederick, MD (\$1,000/year) and get answers to the tax questions (Section 5 of the Operating Agreement) we have by the next meeting.

Steve S. to edit and have ready for our next meeting an Operating Agreement that we (the nine founding members) can sign.

C. **POWER PURCHASE AGREEMENT (PPA):** Discussed base rate with a fixed inflation rate increase vs. base rate with a fixed offset from the Maryland Public Service Commission's Standard Offer Service (SOS) rate. To be addressed at our next meeting.

D. **PROJECT MANAGER:** Discussed the need to have a designated Project Manager for the GBC project. Frank G. agreed to do that job with assistance from Steve S. Frank G. to contact the following companies for estimates after GBC agrees to proceed: Astrium Solar (Annapolis Junction, Howard County), GroSolar (Jessup, Howard County) & Standard Solar (Gaithersburg, Montgomery County). Please note that none of the prospective companies are located within Prince Georges County.

E. **ENROLLING PROSPECTIVE MEMBERS:** We decide to wait on holding another public meeting, to enroll more members. We suggested holding a meeting at the Baptist Church and inviting all of the church members as well as the 50+ names on our list.

F. **BUSINESS CARDS:** Business card template is available. Send phone # & e-mail to Steve S. (or he can use the info on the excel spreadsheet that was distributed last month).

G. **HOST SITES:** Greenbelt Baptist Church: Frank G. Measured roof 4/20/11. Jerry B. & John M. did Solar Pathfinder survey. Both Steve S. and Frank G. had done rough estimates (number of panels and costs) which were similar but not identical. Frank G. to do a preliminary drawing for the bidding companies. John M. to get a prospective member list from GBC members. John M. to ask for use of the meeting room at GBC for the next meeting or future meetings.

Steve Skolnik, Frank Gervasi, and Robert Kessel each agreed to do a sizing estimate for the 55' by 55' Greenbelt Baptist roof so we have a starting point for discussion with the contractors.

There were no reports from the other potential host sites: Mishkan Torah, Greenbriar, Food Coop, or City of Greenbelt.

Next meeting: Monday, May 9, 2011, 7:30PM at Robert K. house

ACTION ITEMS:

Robert K. – Retain the accountant that UPCS uses in Frederick, MD. And get answers to the tax questions we have by the next meeting.

Steve S. – Edit and have ready for our next meeting an Operating Agreement that we (the founding members) can sign.

- Forward the PPA for everyone to review before the next meeting.

- Create 9 PDFs of the business cards (using info from the excel spreadsheet) for each person to print on their own, as needed.

John M. – Contact GBC for a prospective member list.

- Arrange for use of a meeting room for the meeting following the May 9, 2011 meeting.

- Type up minutes.

Steve S., Frank, G., Robert K. - sizing estimate for the 55' by 55' Greenbelt Baptist roof