

Greenbelt Community Solar, Minutes - 5/9/11

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

Absent: Marat M.

Facilitator: Steve S. ; **Note taker:** John M.

A. **MINUTES:** Minutes from 4/20/11 meeting approved.

B. **FINANCES:** Jerry B. received deposited seed money from 4/20/11 meeting. We don't have checks as yet. Discussed getting checks briefly but tabled until meeting with accountant to discuss with what software to use. Robert K. to set up meeting with account after our next meeting.

C. **OPERATING AGREEMENT:** Attending members signed and witnessed the Operating Agreement. We now have a fully executed Operating Agreement.

D. **POWER PURCHASE AGREEMENT (PPA):** Discussed at length but didn't agree on language. Agreed to resume at our next meeting. Steve S. to edit and present draft of what language we did agree on. the Maryland Public Service Commission's Standard Offer Service (SOS) rate(?). To be addressed at our next meeting.

E. **SUBSCRIPTION AGREEMENT (SA):** Discussed that we need to have an SA ready to be signed. Steve S. to edit and present a draft for our next meeting.

F. **PROJECT MANAGER:** Discussed the next steps for Frank G. to contact the following companies for estimates: 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. Frank had been in touch with one distributor he knew, for some pricing. Robert K. to send John M. PEPCO contact info. John M. to contact GBC, with PEPCO level 2-4 application info. And inform them to start the process of having their inter-connect conditions appraised.

G. **ENROLLING PROSPECTIVE MEMBERS:** We decided to wait again on holding a public meeting, to enroll more members until after our next meeting. We are still pursuing holding a meeting at the Greenbelt Baptist Church but have been informed that room availability is scarce. Dale B. to check on availability of the Library. Lore R. to check on the Community Center availability. Steve L. to check on the Greenbelt Community Church. Other possible locations were GEAC Mtg Room, Mishkan Torah, and the Fire Station. Lore R. to divide her list of 50+ names and distribute to nine (9) of us to call and qualify that they are interested in meeting the monetary requirements of our project. We decided to phone call the prospective members.

H. **BUSINESS CARDS:** There was no time to discuss this. 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).

I. **HOST SITES: Greenbelt Baptist Church (GBC):** John M. reported on GBC's meeting to proceed. Steve S. ran a rough estimate for array sizing and will revise for our next meeting. Frank G. will contact installation companies. John M. (church liaison, as their "single point of contact") to follow up on the now circulating prospective member list from GBC members. John M. to continue to pursue the use of a meeting room at GBC. John M. to contact GBC, with PEPCO level 2-4 application info.

Mishkan Torah: Shalom F. reported that Mishkan Torah is still interested and looking at other sites for reference. Shalom F. to report to them that we are moving forward with GBC but a second site is very possible, so keep at it.

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

J. **INSURANCE:** We discussed that the church needs to get a rider on their insurance policy. The LLC needs to purchase liability and replacement insurance, which should cost about \$1,000/year. Frank agreed to contact ____? Robert agreed to contact Univ Park; Steve S. agreed to contact Yates.

J. **TABLED ITEMS**

- * Bids from 3-4 Companies
- * Handout from Green Man Festival
- * Business Cards
- * SB-380, Net Metering Law
- * Updates from Univ Park and Takoma Park
- * Subscription Agreement
- * Order of Events: Op Agreement, Sub Agreement, Info Meeting, PPA, Contract with Solar Co., Membership Meeting (where people sign up)?

Next meeting: Monday, May 23, 2011, 7:30PM at Robert K. house.

ACTION ITEMS:

Robert K. – Send PEPCO info. To John M.

- Follow up with accountant and get answers to the tax questions we have by the next meeting.
- Set up meeting with accountant (to attend one of our meetings) after our next meeting.

Steve S. –Edit and have ready for our next meeting a Power Purchase Agreement (PPA) that we can review.

- Send our corrected Op Agreement in WORD. Scan our Operating Agreement signature page and make a pdf. (for the founding members).

- 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 the prospective member list.

- Arrange for use of a meeting room for a meeting following the May 23, 2011 meeting.

- Contact GBC, with PEPCO level 2-4 application info. & Inter-connection issues.

- Type up minutes.

Steve S., Frank G., Robert K. - Get Insurance Quotes.

Lore – send out the list of 50+ names for everyone to pick 5-6 names to contact. Then send out the revised list.

- Follow up on SB-380, net metering

All – Review the Subscription Agreement and PPA for our next meeting.