

Greenbelt Community Solar, Minutes - 6/15/11

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

Absent: Jerry B., Shalom F.

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

A. **MINUTES:** Minutes from 5/23/11 meeting approved.

B. **FINANCES:** Jerry B. was absent. No treasurers report.

C. **SECURITY OF DOCUMENTS ON OUR WEB SITE:** Discussed pros/cons to posting in various forms. Majority agreed not to post on the website. Majority agreed to not e-mail any draft documents to any potential subscribers so as not to have any confusion. Final documents can be e-mailed with the leading clause: "Do not send or forward this document without the permission of the sender". We agreed to convert documents to a PDF before sending. Lore agreed to save the OA as a PDF and distribute to committee.

D. **POWER PURCHASE AGREEMENT (PPA):** Did not have time to discuss. Tabled until our next meeting. PRIORITY.

E. **SUBSCRIPTION AGREEMENT (SA):** Tabled until another meeting.

F. **PROJECT MANAGER:** Frank G. reported on bids from installers. 1. Standard Solar – Brian Desmond, has shading issues (which confused us all). Will propose a 14kw system. 2. Solar City (formerly groSolar & Chesapeake Solar) Mike Champ will propose a 22 kw system. 3. Astrum Solar – Toby Noyes will propose a 22.275 kw system with micro inverters. John M. forwarded PEPCO contact info. to GBC, with PEPCO level 2-4 application info. GBC contacted PEPCO and will need help filling out applications. Robert K. & John M offered to help (we will need info from the installer). The estimates are in line with industry standards of \$5 to \$6 per installed watt and that expected cost of the system itself will be roughly \$100k

G. **ENROLLING PROSPECTIVE MEMBERS:** The management Committee called many prospective subscribers. We have added to our list the subscribers that are interested in funding this venture and their respective capital amounts. More calls to be made before our next meeting. A meeting room (Fellowship Hall) is available at the Greenbelt Baptist Church on Thursday nights for a \$20 fee. John M. told Ron England that is fine and he will get back to me on a schedule. We're getting close the total funds needed and the LLC membership opportunity will be closing at some not too distant point.

H. **BUSINESS CARDS:** We all have business cards (Thank you Shayna). Frank G. needs a correction. Steve will ask Shayna to share software so we can make minor corrections ourselves.

I. **HOST SITES:** No discussion on host sites other than GBC.

J. **GENERAL DISCUSSION:** Discussed the amount of capital we should have as a cushion for unexpected expenses. The general consensus was 10% of the system cost.

Next meeting: Monday, June 27, 2011, 7:30PM at Robert K. house.

ACTION ITEMS:

Robert K. – Help GBC, with PEPCO level 2-4 application info. & Inter-connection issues.

- 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 that we can review. Send Lore the prospective subscribers list from tonite.

John M. – Contact GBC for the prospective member list - ongoing.

- Follow up on the meeting room.

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

- Type up minutes.

Frank, G., - Get Quotes from installers.

Lore R. – combine Steve S.'s Subscribers List with her prior Prospects List, to be sure they include the same names . . . and that all email/phone numbers are in both, then forward to Dale.

- convert the OA to a PDF and forward to all members of the committee

- share OA with Doug Abrahms in Takoma Park (but no other documents)

- distribute minutes to expanded list

Dale – start checking gmail account on a regular basis

- keep Subscriber List updated

All – Review the PPA for our next meeting.