

To: Members of Greenbelt Community Solar

From: Robert Kessel

CC:

Date: December 13, 2011

Subject: Minutes and Actions for the December 6, 2011 GCS meeting

Attendance: Shalom Fisher, Frank Gervasi, Steve Lindner, John Mason, Jerry Bonnell, Lore Rosenthal (chair), and Bob Kessel

Minutes

1. The minutes from the 11/22/11 meeting were approved unanimously after corrections send by Jerry Bonnell and Lore Rosenthal have been included.
2. Treasurer's report from Jerry Bonnell.
 - a. Jerry Bonnell's and Steve Skolnik's meeting with Richard Simonen went well and they got through all the actions listed in the November 22nd minutes. Jerry, Steve, and Rich are all now able to disperse the LLC's funds.
 - b. Checks for both the property rider and liability insurance policies have written and sent to GBC and BSI respectively.
 - c. Richard Simonen will order checks that are compatible with QuickBooks. It pleases Steve Skolnik to note that the checks are green. The rest of the management committee like the check color as well.
 - d. Jerry Bonnell and Steve Skolnik settled on having Richard Simonen handling the billing. Rich will bill GBC electronically and GBC will send GCS paper checks. Since Jerry's address is the LLC's registered address, he'll receive and deposit the checks.
 - e. Lore Rosenthal raised the question of how do we arrange for an independent audit on behalf of the LLC's 34 members. The question was tabled for the present, but we will need develop an answer by the end of our first year of electricity production.
 - f. Jerry Bonnell generated a final spread sheet of the LLC members based solely on the subscription agreements. It becomes Exhibit B of the Operating Agreement. It also independently matches the other member spread sheet and the sum of member interests totals to 100% as it should.
 - g. The last two member checks have been deposited.
3. As noted the insurance checks have been sent. The liability insurance is now in force and we waived the terrorism coverage.
4. Report from Frank Gervasi and John Mason on Astrum's progress:
 - a. Both Maryland and Federal grant applications are signed and filed.

- b. P.G. County permits are to be refiled tomorrow (12/7).
 - c. The array installation starts December 19th and should take a few days.
 - d. The change in panel type has reduced the equipment cost by about 3k\$.
 - e. John Mason has continued bi-weekly meetings with GBC on project status. The December 19th installation start made the back page of the GBC Sunday's announcements.
5. There was a lively discussion of who/from where/how often to photograph the installation progress. Frank Gervasi and John Mason will split the photography task and decide between themselves on a best approach.
 6. Lore Rosenthal reported on getting articles and photographs into the News Review. The News Review is fairly strict about having all persons in any photograph they publish identified and nearly all articles we need to have written ourselves. It would be helpful to have someone serve as a public relations liaison.
 7. In a related topic to getting some ink locally in Greenbelt, Lore Rosenthal reported on interactions with Greater Washington Interfaith Power & Light (GWIPL.org). There are multiple congregations who are interested in projects such as the one we've just about brought off for GBC, but have had considerable difficulty with the organizational aspects. Lore suggested posting to their listserv with a suggestion that they consider the UPCS and GCS experience. This might bring us a potential second host site.
 8. Next management committee meeting is Tuesday January 3rd at 7:30 pm at my house (7105 Mathew Street).

Actions

1. Lore Rosenthal to get the last member's SS# and let Jerry Bonnell know so he can complete Exhibit B of the Operating Agreement.
2. Frank Gervasi and John Mason to photograph the installation for our web-page, the New Review, and just because it's a cool thing to do.
3. Steve Lindner to approach someone he knows well about filling GCS's public relations position.
4. Lore Rosenthal to send out the corrected 11/22/11 minutes to the large distribution list with a leading notice about the December 19th installation and an invitation to stop by and watch.