

To: Members of Greenbelt Community Solar

From: Robert Kessel

CC:

Date: March 20, 2011

Subject: Minutes and Actions for the March 16, 2011 GCS meeting

Attendance (7): Steve Skolnik, Frank Gervasi, Jerry Bonnell, John Mason, Mona Kessel, Bob Kessel, Lore Rosenthal (facilitator)

Absent: Shalom Fisher, Steve Lindner, Dale Barish

Minutes

HOST SITES

1. John Mason's report on the March 6th meeting with Greenbelt Baptist:
 - Four of our members were there: John, Robert, Frank, Dale
 - The Church's flat roof is structurally very strong. The congregation's members were concerned that any installation not damage the roof's seal. Both Steve Skolnik and John felt shouldn't be an issue.
 - We should hear back during the week of March 22nd.
 - In a related issue,
2. Frank Gervasi's report on the City:
 - The City might be willing to pay a bit more than the lowest electrical rate they can get to have a solar system installed on a City building.
 - Meeting with David Moran (Assistant City Manager) March 7th at 9am. Frank Gervasi, John Mason, and Steve Skolnik will be able to attend
 - Steve will try to have a financial thumbnail ready for the meeting.
3. Mishkan Torah - we need to get xeroxes of Mishkan Torah electrical bills to compare to Greenbelt Baptist electrical bills we have in hand. Shalom left a message, still waiting to hear back from board. Steve will work on thumbnail.
4. Food Coop – will get a new roof soon. Steve S. will talk to Bob Davis to set up a meeting
5. Greenbriar – John Mason has agreed to become POC and follow up with them.

OTHER ISSUES

6. Steve Skolnik's report on getting a lawyer. David Roth said that his firm (Holland & Knight, www.hklaw.com) would agree to provide legal advice as pro bono. The firm would expect to revisit the matter of charges when we get to second to fourth system. For the present this gets us legal representation and given the size of the firm, we should be able to get answers to legal questions concerning the LLC.
7. Brief discussion of the current status of the Maryland State net metering bill. Lore will check with Sen. Pinsky's office.
8. Brief discussion of the need for an accountant. Bob Kessel to get in touch with the UPCS's accountant and see if they'd be willing to work with GCS.
9. Jerry Bonnell's report the LLC:

- We now have the LLC certification in hand with official seal. (It looks really official and all at the meeting enjoyed seeing it.)
 - Jerry filed a second form to get the LLC's EIN from the IRS. This combined with the LLC certification from the State of Maryland basically means we are in business as an LLC. Jerry has to file one more form with Maryland to combine the records for the LLC certification and the EIN.
 - Using the LLC certification and EIN, Jerry opened a free small business checking account in the name of Greenbelt Community Solar LLC. We get 75 transactions per month free. At present, on Jerry and Steve S. can sign checks.
 - Jerry will keep a soft copy ledger for the LLC with paper receipts at least for the time being. The expenses so far are: 1) \$231 LLC registration with the Maryland by Jerry, 2) \$25 for the initial deposit to the M&T checking account by Jerry, and 3) \$25 for the website registration by Dale. (All, Please check these expenses and amounts and send corrections if needed.)
10. With the checking account established, the discussion turned to how much seed money would be contributed by each of the core members. We settled on \$100.
 11. Steve Skolnik will look into getting a GCS business card designed.
 12. Went over the LLC operating agreement and subscription questionnaire in detail. Bob Kessel to combine all the comments into a single set of questions to send to David Roth, though Steve thought Dave would have to pass questions concerning article 5 to an accountant or tax attorney. It will take me a couple more days to get the questions together and I'll send them separately.
 13. Next meeting is Wednesday April 20th at 7:30 pm again at my house (7105 Mathew Street). Agenda will include discussion of the "Management Committee"

Actions

1. All to bring \$100 checks to the April meeting.
2. John Mason to follow up with Greenbelt Baptist.
3. John Mason to check with Greenbelt Fire about their policy on solar power systems
4. John Mason to contact Greenbriar about being a host site
5. Steve Skolnik to see about a business card.
6. Steve to work with lawyer on a memo of understanding.
7. Steve to work up "thumbnails" for each (first three?) site
8. Steve to follow up with Food Coop
9. Frank to follow up with David Moran
10. Shalom to follow up with Mishkan Torah
11. Lore Rosenthal to contact Sen. Pinsky's office about the net metering bill.
12. Bob Kessel to contact the UPCS accountant and discuss taking on GCS as a similar client.
13. Bob Kessel to combine the questions on the LLC operating agreement and subscription questionnaire into a single set.