

To: Members of Greenbelt Community Solar

From: Robert Kessel

Date: July 28, 2011

Subject: Minutes and Actions for the July 25, 2011 GCS meeting

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

Absent: Steve Lindner, Shalom Fisher, Dale Barish

Minutes

1. John Mason and Steve Skolnik met with Glayde Goodenough of the Greenbelt Baptist Church to negotiate the final Power Purchase Agreement. GBC was satisfied by our offer and terms. (Subsequent to the meeting the date for signing the PPA has been set as this Thursday, July 28th at 7pm.) Beyond being gratified that the PPA has been settled, we all agreed that we need get the rest of the work done to have the array installed and running by this fall. We also need to help Greenbelt Baptist Church file the Level 2-4 Interconnect Application with PEPCO as soon as possible.
2. There have been a couple of more additions to the subscriber list. Based on Lore's summary of the firm commitments, we appear to have, or be very close to, sufficient funds for the installation and an operating reserve.
3. Frank Gervasi reported on the bid status:
 - a. Astrum Solar is expected to offer a new price on their 22.2 kW micro-inverter bid in the next few days.
 - b. Standard Solar continues with a 17 kW bid. We're still puzzled by the sizing.
 - c. GroSolar (Solar City) has provided a sales bid in addition to their various leasing options. It is for a 22 kW system using Yangli panels and a single inverter.
4. We discussed the other potential attributes of an installation contract. The attributes we would like to see are: a) U.S. made equipment, b) completeness of O&M support, c) SREC brokerage, d) support for an Maryland Energy Administration solar grant, e) remote monitoring, f) inverter type, and g) company longevity.
5. Jerry Bonnell reported that he, Steve Skolnik and possibly Dale Barish are trying to set up a time to go visit Richard Simonen about details of his accounting support to the LLC. (Subsequent to the meeting, Richard agreed to come down to Greenbelt instead. He will meet with Jerry, Steve and any other members of the management committee who can join them at noon on Thursday July 28th at Steve Skolnik's house.)
6. Jerry Bonnell reported that our bank balance is unchanged. We will start to incur monthly fees once we set up the electronic banking needed by for the accountant.
7. We went over the Subscription Agreement for some final edits:
 - a. The location listed in article 3 will be changed to GBC.

- b. The article 4.3 estimated amount we need to raise will remain unchanged.
 - c. The last sentence in article 5.8 concerning “agrees that the Company is authorized to redeem the Interest of the Investor” continues to puzzle the management committee. Steve will ask David Roth for an explanation of the article’s meaning.
 - d. In Annex B the property name needs to change to GBC and the “organizing committee” should be replaced with the “management committee”
 - e. The payback period and rate of return need to be replaced with new estimated based on the PPA and the installation contract (when available).
8. Frank Gervasi reported on the insurance questionnaire he’d gotten from his agent. It turned out to be the same company as used by UPCS. Frank will fill out the questionnaire and get a quote. Bob Kessel will contact the UPCS agent for a quote as well.
9. We decided on the route forward for the next several weeks:
- a. Sign the PPA with Greenbelt Baptist Church. Lore Rosenthal will arrange News Review coverage.
 - b. Choose the installation contractor.
 - c. Help GBC with the PEPCO application. We also need to get PEPCO to check the inter-connect so we don’t run into the same delay as UPCS.
 - d. Finalize the Subscription Agreement, Prospectus, and supporting spreadsheet based on the PPA and installation contract.
 - e. Distribute electronically to all new members who have made a firm commitment the Operating Agreement, the PPA, the Subscription Agreement, and a static version of the supporting spreadsheet. These need to go out at least two weeks prior to the general LLC meeting.
 - f. Print copies of the OA, PPA, and SA for all new members. Print a smaller set of copies the installation bid for those subscribers that express an interest.
 - g. Hold the general LLC meeting to answer new members’ questions, get the OA signed by all new members, and accept capital contributions. John Mason will make arrangements with GBC for a meeting room
10. The potential dates for the general LLC meeting are September 8th, 12th, or 13th.
11. **Next management committee meeting is Thursday August 11th** at 7:30 pm at Robert Kessel’s house (7105 Mathew Street).

Actions

1. John Mason to follow up with GBC on PPA. John Mason and Steve Skolnik with sign the PPA on behalf of GCS. Jerry Bonell with be a back up signatory and photograph the event. Any other member who can attend is certainly welcome to do so.
2. Bob Kessel to send Dale Barish and Lore Rosenthal Rick Bailey's contact information for the member list.
3. Steve Skolnik will get a firm bid from GroSolar (Solar City).
4. Frank Gervasi will get a firm bid from Astrum Solar.
5. Steve Skolnik will draft a comparison spreadsheet for the three installation contracts we have in hand.
6. Frank Gervasi will get an insurance quote based on the questionnaire.
7. Bob Kessel will get an insurance quote from the UPCS agent.
8. Steve Skolnik to send the question about the Subscription Agreement's article 5.8 to David Roth.