

 <p><b>COMMUNITY POWER COALITION OF NEW HAMPSHIRE</b></p>	<b>EXECUTIVE COMMITTEE – APPROVED MINUTES</b>	
	Meeting Type:	<b>Executive Committee</b>
	Meeting Location:	<b>Council Chambers, Lebanon City Hall, 51 N. Park St., Lebanon NH 03766</b>
	Meeting:	<b>Monday October 23, 2023</b>
	Meeting Time:	<b>Noticed for 9:00 AM</b>

<b>CPCNH Executive Committee, Elected 4/21/23</b>			
<u>Member</u>	<u>Name</u>	<u>Office</u>	<u>Present / Absent</u>
Lebanon	Clifton Below	Chair	Present
Portsmouth	Kevin Charette	Vice Chair	Present (virtual)
Plainfield	Evan Oxenham	Secretary	Present
Enfield	Kimberly Quirk	Treasurer	Present
Rye	Lisa Sweet		Present (virtual)

**Also Attending:** Brian Callnan, CEO; Henry Herndon, Director of Member Services; Clyde Carson, Chair of CPCNH Finance Committee, Warner; Attorney Michael Postar

## MINUTES

### **1. Approve Minutes of 9/25/23 meeting**

Chair Below called the meeting to order at 9:06am noting that a quorum of 3 was present at the noticed meeting location. Directors Charette and Sweet each stated that it was not reasonably practical for to have traveled to the meeting location today.

*Director Sweet moved to approve the minutes of the 9/25/23 meeting. Treasurer Quirk seconded. Hearing no objection, Chair Below declared the minutes approved by unanimous consent.*

### **2. Chair update**

Chair Below reported that, thanks to support from Director Kathleen Kelley, CPCNH has engaged an accounting firm to support the preparation of the Form 990 2022. Chair Below noted that CPCNH falls into the category of “controlled entity” meaning that CPCNH has to report compensation of Board Members who are compensated by their Member municipality or county, i.e., municipal staff who serve on the Board. CPCNH does not compensate its Board Directors.

The Committee discussed developing a policy on email addresses for Board Directors and Committees.

### **3. CEO update**

CEO Callnan suggested sending bios of the new staff to the Members and Board in advance of the Thursday meetings, and having the new staff attend those meetings, while also working with Andrew Provencher of bfresh to engage with media outlets for coverage of the hirings. Two of three positions, Directors of Administration and Director of Regulatory and Legislative Affairs, have been filled. The third position, Director of Load and Power Resources, was not filled.

 <p><b>COMMUNITY POWER COALITION OF NEW HAMPSHIRE</b></p>	<b>EXECUTIVE COMMITTEE – APPROVED MINUTES</b>	
	Meeting Type:	<b>Executive Committee</b>
	Meeting Location:	<b>Council Chambers, Lebanon City Hall, 51 N. Park St., Lebanon NH 03766</b>
	Meeting:	<b>Monday October 23, 2023</b>
	Meeting Time:	<b>Noticed for 9:00 AM</b>

The Board put off continued discussion of CEO Key Performance Indicators until a future meeting.

#### **4. Membership Meeting Attendance**

So far as many or as few as eight individuals have responded that they will attend or are expected to attend the Membership meeting. The minimum goal for attendance is 12 Member Representatives in person to meet quorum for the Membership Meeting, and potentially 13, if all pending new Members are to be admitted.

The Committee agreed that early in the agenda Director Sweet would take the lead on summarizing CPCNH’s membership, models of Community Power Aggregations, and otherwise orienting the Membership.

#### **5. Board Meeting agenda**

The Committee discussed CPCNH’s involvement in developing a Statewide Energy Data Platform, including applying for federal funding to support the initiative.

The Committee discussed the cost, revenue, load, and reserves reporting.

The Committee discussed the proposed Board action to authorize Brian to administer and authorize the Public Engagement Campaign (budget is >\$125k).

CEO Callnan noted that he was considering moving a planned hire for 2024 up into 2023 to meet the requirements of the growing Membership.

***Treasurer Quirk Moved to adjourn. Secretary Oxenham Seconded. Hearing no objection, Chair Below declared the meeting adjourned at 10:34pm.***