 <b>COMMUNITY POWER COALITION OF NEW HAMPSHIRE</b>	<b>BOARD OF DIRECTORS – MINUTES</b>	
	Meeting Type:	<b>Regular Meeting</b>
	Meeting Location:	<b>City of Lebanon Council Chambers, City Hall 51 N Park Street, Lebanon, NH 03766</b>
	Meeting Date:	<b>Thursday, May 19, 2022</b>
	Meeting Time:	<b>10:00 am</b>

## 1. Call to Order, quorum check


Chair Clifton Below called to order at 10:06AM and the roll was called.

Member	Director	Present / Absent	Alternate	Present / Absent
Cheshire County	Terry Clark	Absent	Chris Coates	Absent
Dover	Chris Parker	Present virtually	Jackson Kaspari	Absent
Durham	Mandy Merrill	Absent	Nat Balch	Present virtually
Enfield	Kimberly Quirk	Present	Jo-Ellen Courtney	Present
Exeter	Nick Devonshire	Absent	Julie Gilman	Absent
Hanover	April Salas	Present virtually	Peter Kulbacki	Present
Harrisville	Andrea Hodson	Present virtually	Andrew Maneval	Present virtually
Hudson	Craig Putnam	Present virtually	Kate Messner	Absent
Lebanon	Clifton Below	Present	Greg Ames	Absent
Nashua	Doria Brown	Present virtually	Bob Blaisdell	Absent
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent
New London	Jamie Hess	Present	Tim Paradis	Absent
Pembroke	Matt Miller	Present virtually	Jackie Wengenroth	Absent
Plainfield	Evan Oxenham	Present	Steve Ladd	Absent
Rye	Lisa Sweet	Present virtually	Howard Kalet	Absent
Walpole	Paul Looney	Absent	Dennis Marcom	Present virtually
Warner	Clyde Carson	Present virtually	George Packard	Present virtually
Webster	Martin Bender	Present virtually	David Hemenway	Present virtually
Portsmouth	Kevin Charette	Present virtually	Peter Rice	Absent

## 2. Approve Minutes of 4/21 Annual Board Meeting – Attachment A, p. 3

*Director Evan Oxenham moved to approve the meeting minutes.*

There were two minor corrections shared including adding Peter Kubacki as present and correction of a spelling error.

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*Treasurer Kimberlyberly Quirk seconded. The board approved the motion with a unanimous vote.*

### 3. Endorse Minutes of 4/21 Annual Membership Meeting – Attachment B, p.14

Formal approval must await next Membership meeting, but the Board can endorse

*Director Lisa Sweet made a motion to endorse the meeting minutes as accurate and recommend approval at the next Membership meeting. Chair Clifton Below asked the board if there was unanimous consent to the endorsement of the Annual Membership meeting minutes. No objections were made. The board endorsed the annual Membership Meeting with unanimous consent.*

### 4. Agenda review

Clifton Below, Chair asked the board if there were any edits for the day’s agenda. There were none, the agenda proceeded as written.

### 5. Reports of Officers and Committees

#### 5.1. Chair & Executive Committee – Attachments C, p. 18 and D, p. 26

Clifton Below, the chair gave an overview of what he has been workin on.

The Chair tasked Community Choice Partners and Henry Herndon with giving an update in the full board agenda in June.

The Chair gave a brief overview of the May executive committee meeting.

#### 5.2. Treasurer & Finance Committee – Attachment E, p. 28


Kimberly Quirk, the Treasurer gave an overview of the happenings from the last two finance committee meetings.

The Treasurer shared a need for the full board to approve quickbooks subscription for CPCNH.

The Treasurer went over changes to the budget that the finance committee worked in their last two meetings including additional line items and expenses added for online accounting, staff search, and mileage reimbursement

There was a discussion on the spin break on staffing and consulting identifying a potential need to adjust the figures.

Director Matt Miller identified a need for more consulting hours that were not reflected in the draft budget as presented to the board.

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Chair Clifton Below reminded the board that the contracts for our consultants expire mid summer. The board had a discussion on that topic.

April Salas reminded the committee that paying consultants at risk needs to be paid back with interest and that the board might want to start the conversation on exploring more grants and obtaining lower interest lines of credits.

Andrea Hodson offered an amendment to add a Staffing Consultant Line and a Staffing In House Hiring line to the budget to further differentiate the two groups in the budget.


It was concluded that the board would approve specific needed expenses in the meeting and take the present draft budget as a likely scenario and approve of the budget after further revisions next month.

***Treasurer Kimberly Quirk made a motion to approve expenses from invoices totalling \$22,284, and \$58 for quickbooks. Director Craig Putnam seconded.***

There was a discussion on adding the deferred compensation to the motion.

***Treasurer Kimberly Quirk withdrew her original motion and added the Community Choice Partners deferred compensation contracts to the original motion. Craig Seconded the withdrawal and edited motion. The motion passed on a rollcall vote 14-0.***

Member	Director	Present / Absent	Alternate	Present / Absent	Vote
Cheshire County	Terry Clark	Absent	Chris Coates	Absent	
Dover	Chris Parker	Present virtually	Jackson Kaspari	Absent	y
Durham	Mandy Merrill	Absent	Nat Balch	Present virtually	
Enfield	Kimberly Quirk	Present	Jo-Ellen Courtney	Present	y
Exeter	Nick Devonshire	Absent	Julie Gilman	Absent	
Hanover	April Salas	Present virtually	Peter Kulbacki	Present	y
Harrisville	Andrea Hodson	Present virtually	Andrew Maneval	Present virtually	y
Hudson	Craig Putnam	Present virtually	Kate Messner	Absent	y
Lebanon	Clifton Below	Present	Greg Ames	Absent	y
Nashua	Doria Brown	Present virtually	Bob Blaisdell	Absent	y
Newmarket	Toni Weinstein	Absent	Steve Fournier	Absent	
New London	Jamie Hess	Present	Tim Paradis	Absent	
Pembroke	Matt Miller	Present virtually	Jackie Wengenroth	Absent	y

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Plainfield	Evan Oxenham	Present	Steve Ladd	Absent	y
Rye	Lisa Sweet	Present virtually	Howard Kalet	Absent	y
Walpole	Paul Looney	Present	Dennis Marcom	Present virtually	y
Warner	Clyde Carson	Present virtually	George Packard	Present virtually	y
Webster	Martin Bender	Present virtually	David Hemenway	Present virtually	y
Portsmouth	Kevin Charette	Present virtually	Peter Rice	Absent	y

#### 5.2.1. Proposed Budget Revisions – p. 30

Andrea Hodson offered a revision to add a Staffing Consultant Line and a Staffing In House Hiring line to the budget to further differentiate the two groups in the budget. No actions were taken on this suggested edit.

#### 5.2.2. Proposed Board Reimbursement Policy – p. 32

There was a brief discussion on mileage reimbursement. No actions were taken.

#### 5.3. Secretary, IT

Doria Brown, the Secretary gave an overview about the meeting minutes folder for committee chairs and secretaries to add their meeting minutes to.

#### 5.4. Risk Management – *Attachment F, p. 40*


Matt Miller, The Chair of Risk Management Committee gave an overview of the status of the rfp including:

- Highlighted that there might be more hour needs from Community Choice partners as they've already used 135 hours.
- Reminded the board that there will be a full day meeting coming up in June to review all of the vendor proposals from the RFP.
- Went over a brief RFP timeline with tasks for the next few months.

#### 5.5. Member Operations & Engagement – *Attachment G, p. 42*

Lisa Sweet, the Member Opps Chair gave an overview of the happenings from the May Member Opps committee.

Member Opps Committee recommended that communities go to their perspective boards to approve of their aggregation plans, any changes to existing aggregation plans, and the edited JPAs between June and July

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5.6. CEO & Staff Search Committee – *Attachment H, p. 45*

April Salas, The Search Committee Chair highlighted what the Search Committee has been working on. The committee is just getting started and will have more to report in June.

5.7. Regulatory & Legislative Affairs

Clifton Below, The Chair gave an update on Regulatory and Legislative Affairs. Two senate bills CPCNH advocated for went through the senate and are on their way to the governor

**6. Old Business**


The board skipped this section due to time limitations

**7. New Business**

7.1. Committee & Chair Appointments – *Attachment K, p. 51*

*Clyde Carson made a motion to confirm attachment K p.51 appointments. Treasurer Kimberly Quirk seconded. All were in favor, the motion carried 15-0.*

Member	Director	Present / Absent	Alternate	Present / Absent	Vote
Cheshire County	Terry Clark	Absent	Chris Coates	Absent	
Dover	Chris Parker	Present virtually	Jackson Kaspari	Absent	y
Durham	Mandy Merrill	Present virtually	Nat Balch	Present virtually	y
Enfield	Kimberly Quirk	Present	Jo-Ellen Courtney	Present	y
Exeter	Nick Devonshire	Absent	Julie Gilman	Absent	
Hanover	April Salas	Present virtually	Peter Kulbacki	Present	y
Harrisville	Andrea Hodson	Present virtually	Andrew Maneval	Present virtually	y
Hudson	Craig Putnam	Present virtually	Kate Messner	Absent	y
Lebanon	Clifton Below	Present	Greg Ames	Absent	y
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Member	Director	Present / Absent	Alternate	Present / Absent	Vote
Walpole	Paul Looney	Present	Dennis Marcom	Present virtually	y
Warner	Clyde Carson	Present virtually	George Packard	Present virtually	y
Webster	Martin Bender	Present virtually	David Hemenway	Present virtually	y
Portsmouth	Kevin Charette	Present virtually	Peter Rice	Absent	y

7.2. Collaboration with NSF Grand Proposal led by Dr. Amro Farid –  
The board skipped this section due to time limitations.

*Attachment L, p. 52*

7.3. Member Updates, Announcements, & Questions as time allows  
The board skipped this section due to time limitations

7.4. Other Business / Reflections  
The board skipped this section due to time limitations

**8. Adjournment**

*Director Andrea Hodson motioned to adjourn. Director Matt Miller seconded. The meeting was formally Adjourned by the Chair.*