

Meeting Minutes of the Finance Committee August 1, 2022

Keene County Hall, 12 Court St, Keene, NH
Posted at County Hall, Keene; CPCNH.org website

Meeting Minutes Approved 8/1/22

The meeting was called to order at 9:06 am.

Members Present: Paul Looney, Terry Clark

Members Virtual (not able to make the drive to Keene): Kim Quirk (chair),
Clifton Below (CPCNH Chair)

Others: Lisa Sweet (Member Ops Chair)

Minutes approval

MOTION: Terry moved to approve the minutes from July 18, 2022. Paul seconded. Unanimously approved.

Accounting and Auditing Services RFP/Q

We discussed some of the details of the attached RFQ draft including whether it should be RFP or RFQ. We are recommending the RFQ since there is a lower expectation of a scoring system and more on the references and similar work that the firm has done.

Kim put together this draft based on review of similar RFQ from California CCAs, a Statement of Work from Samuel, and general info from our earlier RFQ for legal services.

It would be good to get it before other board members and the executive committee for any suggested changes, with the hope of getting approval from the board to post it after the Aug 18th board meeting.

MOTION: Clifton moved that we recommend the RFQ for Accounting Services to the board as substantially submitted. Terry seconded. Motion carried unanimously.

FOR COMMUNITIES, BY COMMUNITIES.



**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**

Budget / Fundraising Discussion

Clifton reminded us that Calpine has come to the table with \$750,000 in start up funding. They will allow us to use this for people/consultants to get up and running, as well as the cost of notifications, which might be \$1/customer, and Calpine's first invoices.

So our budgeting should estimate the costs of mailings and Calpine's early invoices, as well as consulting fees and the start of at least one full time hire between now and May 2023, preferably the CEO.

Lisa –Lisa feels the member ops job is more than a full time person, but are making do with about ½ equivalent through the Herndon Enterprises contract. If Henry gets diverted from his hours towards member ops, we would need to back fill. Lisa will work on thoughts/estimates for the budget regarding mailings as well as any other needs she can foresee.

Paul mentioned a way to possibly save some of Henry's time by including multiple Town meetings for discussion on EAP changes. Others mentioned the difficulty of holding public meetings for more than one Town due to Right to Know laws and quorums.

Clif mentioned that Samuel might be willing to extend his contract by another 100hrs. This would have to be approved by the board.

Would like to get salary / consulting budget numbers from Search Committee (as mentioned above).

MOTION: Terry moved to adjourn. Clifton seconded.

Unanimous agreement for adjournment.

Adjourned at 9:58am.

Submitted by Kim Quirk.