Minutes
RESNET Board Meeting
December 20, 2016

**Members Present**

Jacob Atalla
Dave Bell
Steve Byers
Brett Dillon
Philip Fairey
Matt Gingrich
David Goldstein
Roy Honican
Cardice Howard
Mark Jansen
Frank O’Brien-Bernini
Lee O’Neal
Jim Petersen
Nancy St. Hilaire
Barb Yankie
Kelly Stephens
Daran Wastchak

**Members Absent**

Ben Adams
David Beam

**Staff Present**

Steve Baden
Laurel Elam
Kathy Spigarelli

**Call to Order**

The meeting was called to order by RESNET Board President Roy Honican at 3:00 p.m. Eastern.
Roll Call

The roll was called and a quorum was present.

Approval of Agenda

Dave Bell made a motion to approve the agenda. Philip Fairey seconded the motion. Motion passes by voice vote.

Analysis of 2017 RESNET Revenues

Philip Fairey presented the analysis he conducted on per rating fees and total estimated 2017 revenues.

Discussion and Vote on 2017 Revenues

Mark Jansen made a motion to accept the RESNET Board Executive Committee’s proposed 2017 budget as presented in Philip Fairey’s spread sheet. Nancy St Hiliare seconded the motion.

Dave Bell raised concerns he has heard from other providers and raters that a $7.50 increase is doubling the fees. Philip Fairey pointed out that the maximum increase is $4 and decreases quickly to $2.65.

David Goldstein stated that he supported the motion because this is a budget that will allow RESNET to move in the direction that the board and others want. Specific items in the budget can be decided later including whom to award contracts. He also stated that RESNET can change the fees later in the year if needed.

After the discussion was finished Roy Honican called a roll call vote on the motion. The results are:

Roll Call Vote

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<thead>
<tr>
<th>Yes  (13)</th>
<th>No (2)</th>
<th>Abstain (1)</th>
<th>Not Voting (1)</th>
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<tbody>
<tr>
<td>Jacob Atalla</td>
<td>Brett Dillon</td>
<td>Steve Byers*</td>
<td>Daran Wastchak**</td>
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<td>Dave Bell</td>
<td>Barb Yankie</td>
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*Steve Byers recused himself from the discussion and voting since his organization is contained in the budget.
**Daran Wastchak lost his phone connection and was not able to cast his vote.

The motion was adopted.

Roy Honican announced that the budget would be presented to the RESNET Board Executive Committee in the traditional budget format for an electronic ballot to recommend to the full board. The RESNET Board will be presented the final budget and asked to vote up or down to formally adopt the 2017 RESNET Budget.

**Adjournment**

Meeting adjourned at 3:27 p.m. Eastern Time.
**RESNET Executive Committee Proposed RESNET 2017 Expenditures**

### New Proposed Expenditures for 2017 highlighted

#### RESNET Activity

**Standards Development**
- Standards Manager (Rick Dixon) $50,000
- Full time standard secretariat support $60,000
- Annual ANSI membership (increase) $9,000
- Standard drafting support $25,000

**Total**: $144,000

**National Registry**
- Registry data base manager (Jonathan Martin) $50,000
- Server maintenance (Fourth Dimension) $44,000
- Additional server licenses $16,000
- Upgrade server $25,000
- Additional professional services support on upgrade of server, enhance reporting, incorporate QA Genie into registry and incorporation of WER Index ratings into registry $50,000

**Total**: $185,000

**Quality Assurance**
- RESNET Quality Assurance Manager (Laurel Elam) $93,000
- Contract with EnergyLogic for QA Genie $60,000
- RESNET support staff to manage QA Genie $45,000
- Psychometrician consultant to review RESNET HERS Rater tests $25,000
- Upgrade of RESNET written test delivery system $50,000
- RESNET staff support to manage RESNET QA contractors $45,000

**Total**: $318,000

**RESNET Web Site**
- IT support and web master (Fourth Dimension) $20,000
- Audience alignment, update content, update design and improve responsiveness $85,000
- Make web site mobile user friendly and replace pdfs with videos and infographics $76,000

**Total**: $181,000

**Marketing and Advocacy**
- Marketing (Fourth Dimension) $84,000
- Increase awareness and understanding of the importance of buying a HERS Rater home.
- Increase traffic to relevant information on the RESNET website or HERS index microsite
- Increase awareness of growing number of homes rated
- Educate users about the HERS Index score
- Upgrade marketing activities $116,000
- Promote RESNET Professionals and their services
- Expansion of the current RESNET network (size, engagement and strength)
- Engage the members with RESNET’s online efforts
- Web site advertisements
- Drive relevant traffic to one consumer website from 3 key sources
- Educate homeowners
- Content Writing
- PPC Management
- SEO for consumers and professionals
- Social Media advertising
- Monthly in-depth analytics reports
- Federal advocacy (Winning Strategies Washington) $96,000
- Hire full time in-house marketing director $100,000

**Total**: $396,000
<table>
<thead>
<tr>
<th>Activity</th>
<th>Cost</th>
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<tbody>
<tr>
<td><strong>RESNET Conference</strong></td>
<td>$260,000 total</td>
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<td><strong>RESNET Water Efficiency Rating (WER) Index</strong></td>
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<td>Hire full-time RESNET WER Index Manager</td>
<td>$90,000 total</td>
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<td><strong>Administration and Management</strong></td>
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<td>Payroll</td>
<td>$582,000</td>
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<td>Professional Services (to be determined)</td>
<td>$111,000</td>
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<td>Travel</td>
<td>$90,000</td>
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<td>Other</td>
<td>$113,000</td>
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<td>2017 financial audit (RFP in process)</td>
<td>$30,000</td>
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<td><strong>Totals of All Activities in Proposed Operating Budget</strong></td>
<td>$926,000 total</td>
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<tr>
<td><strong>Totals of All Activities in Proposed Operating Budget</strong></td>
<td>$2,500,000</td>
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