



Setting the Standards for
Home Energy Efficiency



Minutes RESNET Board Meeting December 5, 2016

Members Present

Jacob Atalla
David Beam
Dave Bell
Brett Dillon
Philip Fairey
Matt Gingrich
David Goldstein
Roy Honican
Mark Jansen
Frank O'Brien-Bernini
Lee O'Neal
Nancy St. Hilaire
Barb Yankie
Kelly Stephens

Members Absent

Ben Adams
Steve Byers
Cardice Howard
Jim Petersen
Daran Wastchak

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.

Laurel Elam reported that Steve Byers communicated to her that he would not be able to participate in the meeting. He stated that even if he were on the call he would have recused himself from budget discussions due to his conflict of interest around QA Genie.

Consideration of RESNET Board Executive Committee Proposed 2017 Operating Budget Authorization (Roy Honican)

Mark Jansen made a motion to approve the proposed expenditures for the budget. Kelly Stephens seconded the motion.

Barb Yankie made a friendly amendment to add “expenditures for the” before budget on the original motion. Friendly amendment accepted by Mark Jansen and Kelly Stephens

Barb Yankie asked about website, if we got estimates and suggested taking off Fourth Dimension’s name from the budget. David Goldstein said this should be a general budget and not a work plan with specific items. It was agreed to remove taking off specific names from the budget request and it will be determined after the budget is approved what items to issue for bid.

Kathy Spigarelli reviewed the items that would be ongoing versus one time only charges.

Brett Dillon questioned if all of the items were really needed specifically the full time WER manager and noted that the amount for travel since it is not used every year.

Kathy Spigarelli said we were within 2% of the proposed budget for 2014 and 2015.

Discussion ensued.

Process of final budget development:

First step- board approve proposed expenditures

Second step- decide on the revenues

Third step- create an actual budget for final approval

The executive committee will work with Philip Fairey to recommend a fee per rating to meet the approved expenditures.

If the revenues cannot meet the expenses then the proposed expenditures can be reviewed and adjusted as needed.

Board members should send any questions to the executive committee prior to the next call so that they can do research to better answer their questions.

Roll Call Vote

Shall the RESNET approve the proposed expenditures for the budget (Attached)?

Yes (12)

No (1)

Abstain (0)

Jacob Atalla
David Beam
Dave Bell
Philip Fairey
Matt Gingrich
David Goldstein
Roy Honican
Mark Jansen
Frank O'Brien-Bernini
Lee O'Neal
Nancy St. Hilaire
Barb Yankie
Kelly Stephens Yes

Brett Dillon

Motion approved.

Adjournment

Meeting adjourned at 3:46 p.m. Eastern Time.

Draft

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	
	\$144,000	total

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	
	\$185,000	total

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	
	\$318,000	total

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	
	\$181,000	total

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	
	\$396,000	total

RESNET Conference	\$260,000	total
RESNET Water Efficiency Rating (WER) Index		
Hire full-time RESNET WER Index Manager	\$90,000	total
Administration and Management		
Payroll	\$582,000	
Professional Services (to be determined)	\$111,000	
Travel	\$90,000	
Other	\$113,000	
2017 financial audit (RFP in process)	\$30,000	
	\$926,000	total
Totals of All Activities in Proposed Operating Budget	\$2,500,000	