

Minutes

Meeting name	Subject	Attendees	Action Items
Renewable Energy Working Group Conference Call	Board Meeting	Taber Alison Jason Damm Jenn D'Augustine Tim Green Liz Kalies Susan Rupp Michael Whitby	1. Exec Board – Symposia Topics for TWS Annual Meeting 2. T. Green to set up time for Operations Committee 3. J. D'Augustine to set up time for Communications Committee 4. M. Whitby to coordinate with M. Simmons and research the WeDidIt platform
Meeting date	Time		
11-13-2020	1300-1410 EST		
Location			
Teleconference			

Meeting Minutes

1) Agenda Overview

- a) Review Members' Meeting minutes
- b) Subcommittees discussion
- c) Round robin for topics
 - i) T. Green
 - (1) How should subcommittees be included in by-laws
 - ii) Getting M. Whitby connected with L. Walston and M. Simmons to get transitioned into treasurer role
 - (1) M. Whitby to reach out and CC S. Rupp and T. Green

2) Members Meeting

- a) Summary
 - i) 137 active members, only 11 participants in the Members' Meeting
 - ii) S. Rupp to select a drawing winner for book
 - (1) M. Whitby/L. Walston – do we have a debit card for REWG account
 - (2) Contact winner to determine best place to send prize
 - iii) Subcommittees
 - (1) Identify specific tasks for committees to move forward
 - (2) Communications
 - (a) J. D'Augustine, L. Walston, J. Damm
 - (b) Set up subcommittee call to determine some steps moving forward to bring to Exec Board
 - (i) Need access to LinkedIn Account
 - (ii) Hoot suite (post to multiple social media platforms)
 - (3) Operations
 - (a) J. Damm, T. Green, S. Rupp
 - (b) Set up subcommittee call to determine steps moving forward (T. Green to take lead)
 - (4) Fundraising/Sponsorship Committee
 - (a) M. Whitby, S. Rupp

- (b) First steps are getting the accounts set up and coordinating with M. Simmons
- (c) Research the new 'WeDidIt' fundraising platform
- (5) Conference Committee
 - (a) J. Damm, L. Quillen, S. Rupp
 - (b) Keep an eye on deadlines for TWS conference
 - (i) Symposia planning should start immediately
 - 1. Proposals for symposia – opens Jan 25 closes March 19
 - 2. Abstracts – opens Feb 15 closes March 16
 - (ii) Ideas from Exec board by December meeting
 - 1. Add the request for topics to the Members' Meeting email blast
- (6) Activities Committee
 - (a) T. Alison, L. Quillen, L. Kalies, S. Rupp
 - (b) Should we establish a liaison from REWG with Chapters/Sections
- (7) Conservation Affairs
 - (a) Q. Hays (Solar – SW), N. Jones (Wind) , T. Alison (Wind) J. D'Augustine (Solar – Mid-Atlantic/SE), S. Rupp (Biomass – SE & Midwest), M. Whiby (Wind)
 - (b) Steps forward
 - (i) J. D'Augustine interim Chair
 - a. Set up meeting with listed members
 - i. Determine Chair
 - (ii) Chair to connect with Keith Norris – Conservation Affairs Network

3) **Follow up**

- a) Reach out to members regarding volunteer efforts
 - i) Mention amount of participants on each subcommittee, don't list names
 - (1) Quick Meeting of Communications Subcommittee to create a blast for Members Email/LinkedIn post
 - ii) Social Media Accounts
 - (1) LinkedIn – currently
 - (a) S. Rupp to determine if additional administrators could be added (the Communications subcommittee members)
 - (b) What other accounts should we invest in
 - (i) Facebook, Instagram
- b) Quarterly Members Meeting
 - i) January 7th at 3 pm EST for 1.5 hours