

Minutes

Meeting name	Subject	Attendees	Action Items
Renewable Energy Working Group Conference Call	Board Meeting	Taber Allison Jason Damm Jenn D'Augustine Tim Green Lee Walston Michael Whitby	1. S. Rupp to review by-laws, submit to Exec Board for the March meeting for review 2. S. Rupp to send Communications committee Members Meeting 3. J. D'Augustine to bring up REWG website events calendar at Communications Committee 4. S. Rupp/J. Damm to bring up symposia at the Conference Committee
Meeting date	Time		
02-12-2021	1330-1430 EST		
Location			
Teleconference			

Meeting Minutes

1) Welcome/Roll Call

2) Old Business

- a) Review of January Board Meeting Minutes (attached) – send to Mariah to post
- b) New Member-At-Large (L. Walston)
- c) Reports (Treasurer and Chair) submitted to Mariah
 - i) Existing fund - \$2,400.53
- d) Position Statement w/Comments sent to Evie Merrill
 - i) Conservation Affairs committee CC-ed on that email
- e) By-Laws still in review
 - i) Directed to J. Damm and T. Green
 - ii) Progress in updating by-laws for the first time since the WG was created
 - iii) S. Rupp to review and get to Exec board for review by the March board meeting
 - (1) Once board approves, provide to membership for review and approval
- f) Review Draft Newsletter
 - i) Committee Descriptions/Review Committees (Addition of Audit and IDEA)
 - (1) J. D'Augustine suggests the idea to assume the audit responsibilities under the Operation Committee and IDEA responsibilities should be assumed by all committees under the WG
 - (2) S. Rupp mentions that if we decide to add a committee later, it would need to go through review and approval from both the board and the membership later
 - (a) T. Allison suggests Ad hoc committee to create a report for diversity/inclusion recommendations to include and operate under and then the ad hoc committee could be dissolved
 - (i) Reference a series of operating principles to understand what needs to be taken into consideration on diversity across all committees and the WG
 - (3) The board agrees that an ad hoc committee would be beneficial and that this language should be adopted into the by-laws
 - (a) Does the Operation Committee need to provide an outlet/pathway to bring issues to the board
 - (b) Outline the principles, present to membership with the opportunity to reach out to the board if they feel things could be done better, if they find any issues, etc.

- (c) S. Rupp – Does the REWG have a mission statement
 - (i) Should include representation across all sectors of renewable energy, representation of diversity inclusion
 - (ii) T. Green – the closest thing would be the description of the group under the TWS REWG website
 - (iii) Operations committee to discuss about how to incorporate this information into the by-laws, possibly with the creation of a mission statement
- ii) Include REWG Logo Contest
 - (1) Membership contest with incentive
 - (2) Tabled until March board meeting
- iii) Newsletter final revisions
 - (1) Remove IDEA and audit committee for distribution
 - (2) Next Members' Meeting – April 1st at 3pm EST
 - (a) Highlight all members quarterly meeting
 - (i) Move to 1st bullet point, bold
 - (b) Send out the meeting information the following day so that members can get that on their calendars
 - (i) Use Zoom for all-members meeting
- iv) Posted on REWG website/Calendar of Events on REWG website (via Mariah)
 - (1) Discuss at next Communications Committee meeting

3) New Business?

- a) TWS is soliciting for symposia for the annual meeting
 - i) Closes April 19th
 - ii) T. Allison suggests to push to Conference committee for review
 - iii) Add a line to the newsletter requesting ideas for the symposia
 - (1) J. D'Augustine to forward any emails

Close Meeting/Set Date

T. Green motion to close and T. Allison second