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| AGENDA | | | | |
| Meeting name  Renewable Energy Working Group  Conference Call | Subject  Board Meeting | Attendees  Mona Khalil  Misti Sporer  Meaghan Gade  Melinda Squillace  Jordan Meyer (CAC rep)  Kirsten Barnstead (CAC rep) | Action Items   1. Jenn to put bat symposium summary into Google Docs for review by Board |  |
| Meeting date  06-17-2024 | Time  1430-1530 EST |
| Location  Teleconference |  |
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**Meeting Minutes**

1. **Welcome/Roll Call**
2. **Review and Approval Meeting Minutes (3 people is quorum to vote)**
   1. No May meeting
   2. Need to finalize and approve April meeting minutes
3. **Reports**
   1. Membership updates:
      1. Increased from 195 to 197 (April); 197 to 200 (May)
   2. Treasurer’s report: Matt
      1. Current balance: $2,547.39
         1. Overview of expenditures/income
            1. No spend, just quarterly dues (Jan – Mar 2024)
4. **Old Business/Previous Action Items**
   1. TWS Annual Conference 2023 Updates
      1. NLEB/bat panel session Overview Developing Write Up (Matt)
         1. We need to review and send to Shilo at REWI for any additional input
         2. Finalize and send to membership
   2. Membership engagement voting/survey questions update (Melinda)
      1. Melinda sent along on April 15th
   3. Transition to Teams
      1. Need to touch base with Sarah on if a Teams channel was set up, issues with access?
   4. Logo Design update
      1. Board discussion on logo design
      2. Melinda created one to start a conversation
         1. Not a huge initiative that required a ton of energy
         2. Jordan – Ed had sent out a newsblast that we should pull all newsletters or anything with imagery from the internet due to copyright concerns with pulling any assets from online/clipart/etc. Everything needs to be open source
         3. Mona – we do have something on top of the newsletters that we can use
         4. Review of other working group logos
         5. Meaghan – ChatGPT/AI capabilities
   5. Symposium coordination update (Misti)
      1. Starting at 10am
         1. All agendas are online
            1. Symposium agenda is online
         2. Having our annual meeting at the end of the session and then we would have the room until 1:30pm; hosted lunch
            1. Ask for a slide with company info (Mist/Quentin can do sponsorships)
            2. Jenn to send sponsorship forms to Misti/Quentin
5. **New Business** 
   1. Committee Updates
      1. Conservation Affairs Committee
         1. Bi-weekly meetings (Fridays)
         2. Kelly O’Connor to join next bi-weekly meeting
         3. Developing a review process for the committee
            1. Small, standard statements or determinations whether something is relevant or part of the mission of the REWG – can be provided by CAC
            2. Providing comments on regulations/issues would be sent up to the Exec Board for review and approval
            3. Larger topics need to be escalated to CAN
            4. Integration into the Charter or standalone document
      2. Communications Committee
         1. Draft newsletter sent to Board for review
            1. Improvements for future newsletters

Template update or maybe change of format (change to all in-email as opposed to a PDF, better ways to create or more important content)

* + 1. Need to engage Operations Committee
       1. To review updating by-laws regarding the outlined subcommittees – any volunteers? (Current subcommittee is Jason Damm, Susan Rupp, Tim Green)
       2. Incorporation of the review process for CAC

1. **Open Forum**
2. **Close Meeting/Set Date** 
   1. Next Board Mtg. **Monday July 15** @ 1430 EST