



*M-RETS efficiently tracks and verifies renewable energy generation in collaboration with stakeholders, facilitating renewable energy development in the public interest.*

## **Board Meeting Minutes**

Monday, December 10<sup>th</sup>, 2012

1:30 P.M. Central

Via GoToMeeting Webconference

### **Board Members**

#### *Present:*

- (1) Deborah Erwin, **WI-PSC**, *President*
- (2) Pat Keily, **We-Energies**, *Vice President*
- (3) Susan Mackenzie, **MNPUC**
- (4) Eric Jensen, **IWLA**
- (5) Dan Heim, **Exelon**
- (6) Larry Johnston, **SMMPA**
- (7) Ron Franz, **Dairyland Power Cooperative**

#### *Absent:*

- (1) Brian Rounds, **SDPUC**, *Secretary*
- (2) Jeff Cottes, **Manitoba Province Energy Division**
- (3) Janet McGurk, **IUB**
- (4) Illona Jeffcoat-Sacco, **NDPSC**

#### *Others Present:*

- (1) Amy Fredregill, **M-RETS, Inc.**, *Executive Director*
- (2) Eric Schroeder, **GPI**, *Treasurer*

### **Proceedings**

Deb called the meeting to order at 1:36 PM.

1. Approval of Agenda and Minutes
  - a. MOTION by Pat to approve both – 2<sup>nd</sup> by Deb. Motion passed on a voice vote with Larry abstaining.

#### **Closed Session – Board, Officers and Staff only**

2. Strategic Plan & Mission Statement
  - a. Update on process, timing
    - (1) Questions and discussion clarifying the Operational Workplan. This will be a staff-driven document developed with Deb and Ariella in order for the staff to accomplish the operational level of the strategic plan.
    - (2) Further discussion of the level of specificity within the Strategic Plan.
  - b. Review and approve draft mission statement.
    - (1) Deb referred to the Strategic Planning Committee notes that were a handout and explained how the Strategic Planning Committee developed the draft mission statement that was sent to the board a week in advance along with other board meeting materials .
    - (2) Dan highlighted that the mission statement very specifically focuses on renewable energy, and does not appear to include tracking other things. In light of that, Exelon has pursued tracking nuclear in other venues. The board discussed that we want to be responsive to the tracking needs of the states, but the board is not as

comfortable expanding MRETS's services into areas that are not currently being requested by the states via legislative and regulatory initiatives.

- (3) Minor edits to the mission statement were discussed and agreed to, as well as clarification of certain phrases.
- (4) MOTION by Ron to adopt the mission statement as follows: "M-RETS efficiently tracks and verifies renewable energy generation in collaboration with stakeholders, facilitating renewable energy development in the public interest." – 2<sup>nd</sup> by Susan. Motion passed on a voice vote.

### 3. 2013 Annual Budget

- a. Eric and Amy walked through the Budget Narrative. Stylistic suggestions were made for future internal documents. The board discussed the variability of our forecasts and the availability of our healthy reserves. Discussion about how the Strategic Plan, once adopted by board, may include other items that have budgetary impact. The budget will be re-visited if warranted after the Strategic Plan is adopted and the workplan is created.
- b. Eric and Amy then walked through the draft budget spreadsheet, including the tabs that contained explanation of the assumptions that went into the month by month budget estimates. Discussion of projections for years beyond 2013 on the expense side of the budget in particular the expenses other than APX. The board had a full discussion on the implications and rationale for adopting a deficit budget.
- c. MOTION by Pat to adopt the budget as presented – 2<sup>nd</sup> by Ron. Motion passed on a voice vote.

### **Open Session**

#### 4. President's Report

- a. Updates on governance-related activities
  - (1) The Environmental Tracking Network of North America (ETNNA) has appointed Deb to their board at a meeting Deb and Amy attending while at the RPS Summit in DC.
  - (2) ETNNA is going to survey the field to gauge interest for their services.

#### 5. 2013 Annual Board Calendar

- a. Discuss & approve 2013 Annual Board Calendar
  - (1) This item was postponed until the January board meeting.

#### 6. Management Report

- a. Amy gave some verbal updates and highlights beyond her written report in the board packet. Directors are reminded to read the management report because we ran short of time to discuss her report.

### **Executive Session**

#### 7. Executive Director Annual Review

- a. E.D. 2012 Annual Review – process overview
  - (1) This may be put on the January agenda because time has run out to discuss at this meeting.
- b. Update on development of E.D.'s 2013 objectives and operational workplan.
  - (1) This may be put on the January agenda due to time constraints.

#### 8. Adjourn

- a. MOTION by Pat to adjourn – 2<sup>nd</sup> by Larry. Motion passed on a voice vote.

*The meeting was adjourned at 3:31 PM. Minutes submitted by Brian Rounds with the assistance of Eric Schroeder.*