



Midwest Renewable Energy Tracking System, Inc.
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Meeting Minutes

Monday, August 13th, 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) Brian Rounds, **SDPUC**, *Secretary*
- (4) Susan Mackenzie, **MNPUC**
- (5) Eric Jensen, **IWLA**
- (6) Janet Amick, **IUB**
- (7) Larry Johnston, **SMMPA**
- (8) Ron Franz, **Dairyland Power Cooperative**
- (9) Jeffery Cottes, **Manitoba Province Energy Division**

Absent:

- (1) Illona Jeffcoat-Sacco, **NDPSC**

Others Present:

- (1) Amy Fredregill, **M-RETS, Inc.**, *Executive Director*
- (2) Eric Schroeder, **GPI**, *Treasurer*
- (3) Marc Kotsonas, **Mahoney Ulbrich** (left after item 5)
- (4) Rossana Armson, **U of M Survey Center** (arrived prior to item 8)

Proceedings

Deb called the meeting to order at 1:34 PM.

1. Approval of Agenda and Minutes from last meeting
 - a. No edits were suggested for the agenda or July 9th meeting minutes.
 - b. MOTION by Larry to adopt the agenda – 2nd by Deb
 - c. Motion passed on a voice vote.
 - d. MOTION by Deb to approve minutes from July 9th – 2nd by Susan
 - e. Motion passed on a voice vote.
2. Review of draft Audit and Form 990 – Marc Kotsonas, Mahoney Ulbrich
 - a. Marc, our auditor, walked through a written summary he had previously provided to the Board.
 - b. Marc and his firm gave an unqualified opinion, the best possible, for our audit. Audit went “extremely well”. This is significant since this is MRETS Inc’s first audit.
 - c. Marc reviewed the recommendations laid out in the audit management letter.
 - d. Questions for Marc on Form 990
 - (1) Minor edits were suggested to the 990 after Marc answered several questions.
 - (2) Directors should email any other suggested edits to Amy.

- (3) Marc will investigate and follow up on a question re: Public Charity Status.
- (4) We have an extension until November.
- 3. Executive Session with Auditor (no staff present)
- 4. Audit Committee Recommendation
 - a. Larry and Susan are the board members on the Audit Committee.
 - b. Susan's memo does a good job of highlighting the areas that the organization could enhance.
 - c. Interest in following through on all of the auditor's recommendations.
 - d. A short discussion was held around the auditor's recommendations.
- 5. Approve Draft Audit and Form 990
 - a. MOTION by Larry to approve the draft audit – 2nd by Pat
 - b. Motion passed on a voice vote.
 - c. MOTION by Deb to approve Form 990 and its edits as discussed at today's meeting – 2nd by Brian
 - d. Motion passed on a voice vote, with Jeff abstaining.
- 6. M-RETS Financials
 - a. Executive Committee has met and discussed financials and recommends that the board approve the financial reports
 - b. Eric walked through numbers that were either high or low and were highlighted for additional comments at the bottom of the profit & loss statement. He answered several questions including one on Accounts Receivable.
 - c. Discussion of how this year's budget informs next year's budget, how the budget informs financial decisions, and how the financial policy works with the two.
 - d. Call for more suggestions on how to report the budget.
 - e. Eric developed a new "fee report" that shows M-RETS monthly and year to date fee activity. The board likes this new level of detail.
 - f. MOTION by Jeff to approve the financials as presented by Eric S. – 2nd by Pat
 - g. Motion passed on a voice vote, with Susan abstaining.
- 7. Management Report
 - a. Amy provided a written report on Central Desktop
 - b. She provided an update on other activities, such as notifying Exelon regarding the denial of Change Request 22.
 - c. Subscriber Group will take nominations for the open marketer/developer position on the board.
 - d. M-RETS is organizing a REC Tracking System meeting in Washington DC on 9/26.
 - e. Working with APX to make the website more user friendly for subscribers.
 - f. Signed sublease for current office.
 - g. Discussed annual meeting logistics.
- 8. Stakeholder Survey – Rosanna Armson, U o f M Survey Center
 - a. Decided to separate and identify 10 key stakeholders upfront whose surveys would be coded differently yet the results would still be anonymous. 7 of 10 key stakeholders responded. Only 35% response for nonprofits and 31% for all other stakeholders.
 - b. Need to decide how to interpret and disseminate the information. A lot of feedback on how to improve M-RETS operations.
 - c. Larry walked through a number of interesting takeaways from preliminary survey results.

- d. Deb suggested holding a second board meeting in September so that one entire meeting could be devoted to discussing survey results, and have board members identify which survey questions they wish to discuss ahead of the meeting. September 10th meeting would be to discuss survey results and a later September meeting would be for regular business.
 - e. Discussion about sharing data with the enhancement committee.
9. Adjourn
- a. MOTION by Ron to adjourn – 2nd by Jeff
 - b. Motion passed on a voice vote.

*The meeting was adjourned at 3:33 PM
Minutes submitted by Brian Rounds*