

June 2, 2010: 4:00-5:30 p.m. (EDT)
CSC Call Minutes

- **Opening Round & Recognition of Guests**

Chris Ladner calls meeting to order at 4:06 p.m. EDT

Present: Chris Ladner; John Toppe; Kathy Zarsky; John Albrecht; Nell Boyle; Paul Poirier; Tom Good; Dana Kose; Jay Guerra; Peter Caradonna; Amy Wortman; Elaine Hsieh; Stace McGee; Jackie Henke; J. Beattie

Staff Present: Richard Graves; Gwyn Jones; Amy King; Clare Magee

Board Members Present: Mick Dalrymple; Charlie Tomlinson; Punit Jain

A quorum was present.

- **Administration Part I**

- a. **Opening Round and Conflicts**

No conflicts of interest were disclosed.

- b. **Approval: 05/05/2010 Meeting Minutes**

Chris introduced the proposal. The minutes were approved by absence of paramount objection.

- Clarification offered that there is no standard minutes template for chapter boards.

- c. **Approval: Today's Meeting Agenda**

Chris introduced the proposal. The meeting agenda was approved by absence of paramount objection.

- Existing Outlook meeting instance will be canceled and rescheduled.
 - Reminder that the previously approved chapter naming policy will be re-presented to USGBC Board in June with more context.
 - All attachment documents confidential unless otherwise clarified by USGBC National

- d. **Next Call: July 7, 2010 (4:00 p.m. EDT)**

- e. **Next Meeting: T.B.D.**

- f. **National Update**

Amy King delivers update on New Hot Topics format; grant opportunity for schools committees; Generation Green video campaign; Annual Activity Report summary availability and missing AARs; Daryl Cannon's arrival June 7 as Chapter Resources & Administration operations manager; Chapter Leader Retreat

- **Proposals**

- a. **Approval: New Hampshire Provisional to Full Chapter Status**

Presented by Jackie Henke. Approved by absence of paramount objection.

- **Discussion Items**

- a. **CSC Leadership – Chris Ladner**

Election for new CSC chair will be held at June face-to-face meeting in Snowbird. The Governance Department and Gwyn Jones will develop a proposal for a leadership team to include a chair, co-chair and facilitator (in accordance with Dynamic Governance strategy). If this proposal is ready, it will also be presented in partnership with the CSC chair election.

b. LEED 2012: Regional Priority Credits – Richard Graves

All regions except South Central are represented. The Regionalization Steering Committee is searching for a representative and appreciates recommendations. Chapters can anticipate receiving workplans in fall 2010 and commencing regionalization work in January 2011. See PowerPoint for further clarification.

c. Ground Rules/Member Expectations Document – Gwyn Jones

Draft was circulated to CSC members. Will be presented as a proposal at the CSC's June face-to-face meeting. Single copy will be signed by everyone. Discussion about duality of interest – CSC members as responsible to both the USGBC Board and their constituency chapters – to be continued at CSC face-to-face.

• **Administration Part II**

Working group liaisons are suffering logistical issues due to conflicting call schedules. We will grant access to CSC workspace to such parties but confidentiality of CSC documents will be carefully addressed.

a. CSC Workplan – Richard Graves and Chris Ladner

Extensive focus allotted at June CSC face-to-face.

b. Board Leadership – Jackie Henke and Richard Graves

Final proposal being drafted.

c. Board Nominating – Tom Good

Chapter membership will not be required of nominees this year but will be required once they are elected. In future years it will become a requirement, ramping up over time so that eventually chapter membership will be required for a year prior to nomination.

d. Diversity – Amy King

Group producing comprehensive best-practices report for chapter leaders. Two new people have joined: Lauren Graham (EP leader) and CSC member Jay Guerra.

e. EP – John Toppe (John Albrecht, associate)

Emerging Professionals (EP) name and logo are official.

f. LEED – Elaine Hsieh (Tim Murray, associate)

The LEED Steering Committee is populating at-large seats and various committees. The fourth public comment period is opening on the wood credit. The LEED Steering Committee is creating a new process for project CIRs and implementing a LEED interpretation database of precedent-setting CIRs (and a document is being compiled to improve accessibility for new users).

g. Education – Amy King or Richard Graves

Rebecca Flora will host the retreat session on education, which will discuss where USGBC stands with the delivery program and will allow everyone a chance to provide feedback on the best way forward. CSC members encouraged to press for constructive discussions in their regional breakouts. Rebecca Flora is responding to the NERC letter.

• **Closing Round**

Chris Ladner adjourns meeting at 5:37 p.m. EDT.

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2. Any element of price, including credit, warranties, or other terms and conditions of sale;
3. Output, production, profits or costs;
4. The customers to whom a company sells;
5. The territories in which a company sells;
6. The amount that a company pays for goods or services;
7. The selection, rejection or termination of customers or suppliers;
8. Business plans or strategies;
9. Restrictions on the development or use of technology; or
10. Exchange of any competitive information.

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