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MINUTES

Administrative Management Committee

Meeting date: June 1, 2010
Time: 12pm ET (Conference Call)
Minutes approved: Pending Approval

Member	Company/Organization	Present
Joel Todd	LEED Steering Committee Chair	X
Bryna Dunn	LEED Steering Committee Vice Chair	X
Brenda Morawa	Implementation Advisory Committee Vice Chair	X
Lisa Matthiessen	Market Advisory Committee Vice Chair	X
Susan Kaplan	Technical Committee Vice Chair	
Staff:		
Chrissy Ungaro	USGBC	X
Brendan Owens	USGBC	X
Chris Marshall	USGBC	X
Brendan Owens	USGBC	X
Miranda Gardiner	USGBC	X

Committee chair Joel Todd called the meeting to order at 12:04pm with the following agenda:

Agenda

1. Attendance and Conflict of Interest Declaration
2. Approve: 05/03/10 Meeting Minutes
3. Approve: Regionalization Working Group Members
4. Discussion: Pilot Credit Library Revisions to LEED Foundations Documents
5. Closing Round

A quorum was present.

1) Attendance and Conflict of Interest Declaration

- a. No conflicts declared

2) Approve: 05/03/10 Meeting Minutes

- a. A motion to approve the 5/03/10 meeting minutes was approved by consent.

3) Approve: Regionalization Working Group Members

- a. The AMC discussed the applications of two proposed nominees to the Regionalization Working Group. Staff stressed the importance of the candidates' abilities to provide thoughtful input into the future of regionalization and LEED.
- b. A motion to approve the working group members was made by Lisa Matthiessen and seconded by Brenda Morawa. Motion approved by consent.

4) Discussion: Pilot Credit Library Revisions to LEED Foundations Documents

- a. The AMC discussed the proposed revisions to the Foundations Documents related to the Pilot Credit Library. The AMC provided input regarding areas where clarity needed to be improved, and suggested additional resources to



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provide project teams in order to address implementation and participation questions.

- b. The AMC provided additional feedback that staff will integrate into the Foundations Documents prior to LSC review and approval next week.

- 5) **Meeting adjourned at 1pm ET. Next meeting scheduled for June 14, 2010 at 3pm ET.**