Ohio Energy Project Board Meeting

Date: December 6, 2018 Time: 1:30 p.m.

**Location: Ohio Energy Project offices,**

**200 E. Wilson Bridge Rd., Worthington, Ohio**

**Board Members Present:**

Scott Potter, Ohio State University – President

T.J. Faze, Vertiv – Treasurer

Barry Schumann, AEP – Secretary

Jackie Bird, consultant – Governance Chair

Jeanne Gogolski of EducationProjects.org – trustee

Jill Kocher, Public Utilities Commission of Ohio – board partner

Susan Moser, Ohio Development Services Agency – board partner

Janet Rehberg, Buckeye Power – trustee

Stjepan Vlahovich, Ground Level Solutions – trustee

Bill Yost, retired hydrologist – trustee

Ryan Stredney of Columbia Gas of Ohio - trustee board

**Board Members Not Present:**

Devin Parram, Bricker & Eckler – Vice President

Dale Arnold, Ohio Farm Bureau Federation

Andrew Finton, North Central Electric Cooperative – trustee

Holly Karg, American Municipal Power – trustee

Chris Monacelli, Westerville Electric Division -- trustee

Tony Ramos, Northeast Ohio Public Energy Council – trustee

Ryan Steyer, OSU Moritz College of Law – board fellow

**OEP Staff Present:**

Shauni Nix, Executive Director

Sue Tenney, education director

Monique Heath, education coordinator

Jessica Sarber, education coordinator

Liza Richard, finance manager

**Guests Present:**

Ben Antonelli, Rea & Associates

Brian Garland, Rea & Associates

**Call to Order and Welcome:**

President Scott Potter asked for a motion to affirm a quorum in attendance. Jackie Bird moved a quorum; Bill Yost seconded. Potter called the vote. Motion carried. Potter called the meeting of the board to order.

Potter introduced Ryan Stredney of Columbia Gas of Ohio who expressed interest in joining the board. Potter moved approval of Stredney as a new board member; Bill Yost seconded. Potter called the vote. Motion carried unanimously.

**Approval of Consent Agenda and Minutes:**

Potter noted the proposed agenda, financials, minutes of the annual board meeting and retreat in October, as well as personal board assessment and board function surveys had been distributed electronically prior to the meeting and asked if there were any corrections or additions. Hearing none, Potter called for a motion. Bill Yost moved to accept and close the agenda and to approve the October meeting minutes; Shauni Nix seconded. Potter called the vote. Motion carried unanimously.

**OEP Audit:**

Scott Potter introduced Ben Antonelli and Brian Garland from auditors Rea & Associates to give a presentation on the draft audit for the year ended June 30, 2018 and 2017.

Antonelli said the audit process went smoothly, a positive reflection on the OEP team. He advised the draft audit included a clean opinion with no deficiencies. He led a review of the audit, noting the financials generally showed favorable increases year-to-year. He said total net assets of $489,888 as of June 30 represented about a three-month reserve compared to the nearly $2 million budget, a healthy ratio. Antonelli said management/general/fundraising accounted for about 12 percent of expenses in 2018. He noted the program-to-overhead expense ratio is important to funders. Antonelli noted two audit adjustments involving the timing of invoices.

Potter called for a motion. Janet Rehberg made a motion to accept the draft audit with changes as noted; Bill Yost seconded. Potter called the vote. Motion carried. Antonelli said the audit and letter to management will be finalized and shared with the board.

T.J. Faze led a review of the first quarter financials through Sept. 30, 2018. While net income for the quarter was a negative $120,000, Faze noted that’s fairly typical because of the timing of program expenses including many which are subsequently reimbursed by program sponsors through the rest of the fiscal year. Looking at the overall picture, Faze said everything was within expected timing windows. Potter called for a motion. Stjepan Vlahovich moved to accept and submit the financials for audit; Jeanne Gogolski seconded. Potter called the vote. Motion carried.

Shauni Nix asked the board to join her in thanking treasurer T.J. Faze and the Finance Committee for leadership in reviewing the organization’s finances, and in thanking staff member Liza Richard for her help with the audit process.

**Retreat Follow-up:**

Shauni Nix noted that T.J. Faze, Janet Rehberg and the OEP staff came together following the board’s October retreat to review the proposed vision and mission statements and make final recommendations for adoption. The draft statements from the retreat were: Mission – Inspire students to be energy innovators; and Vision – To be the most influential energy educator in all Ohio schools.

The group’s recommendations to the board were: Mission – Inspire leadership and energy innovation in students and teachers; Vision – We envision an energy conscious Ohio where our behaviors today lead to a sustainable tomorrow; and Tag line – We spark curiosity about energy.

The board engaged in lengthy discussion including reviewing the purpose of mission and vision statements, and suggested changes to the group’s recommendations. Finally, board members agreed to the following: Mission – Inspire leadership and energy innovation in Ohio students and teachers; Vision – Premier energy educator ensuring a sustainable tomorrow; and Tag line – Sparking curiosity about energy.

Nix also shared results of the board’s effort at the October retreat to identify the top sustainability goals, including a listing of post-it comments shared by board members at the retreat:

* No. 1 – Attract more partners: funders, schools, school coalitions, in-kind help, users of service;
* No. 2 – Continue current funding;
* No. 3 – Marketing and branding;
* No. 4 – Board development

**Education Update:**

Monique Heath shared an engaging slideshow from this fall’s summits and workshops featuring students participating in a variety of activities. Scott Potter asked the staff to make the slideshow available on the OEP website and encouraged all board members to share the slideshow with prospective funders.

Sue Tenney advised that programs were added this year at Lima, New Philadelphia and Chillicothe because of growth in the number of participating schools and students.

Jeannie Gogolski asked how OEP evaluates programs including student evaluations. Sue Tenney said OEP evaluates student leaders before and after programs, and reaches out six to nine months later for additional follow-up evaluation.

Jessica Sarber provided an energy efficiency program update presentation. She noted there were 13 professional development workshops; 623 participating teachers including 109 new teachers; 439 participating schools including 201 elementary, 145 middle and 93 high schools; participation in 74 of Ohio’s 88 counties; and 43,455 participating students. Board members suggested revising the presentation to include the school year and to provide context such as how the current data compares to last year, etc., and posting the presentation on the OEP website so it can be shared.

Shauni Nix reported on a meeting with Bob Wolfe of the Public Utilities Commission of Ohio staff about energy efficiency education programs to discuss what changes to the programs might be considered, including a possible focus on behavioral change among students and families. Nix said the feedback from Wolfe was to keep the focus on what OEP is doing now. Nix thanked Jill Kocher for assisting in setting up the meeting.

Monique Heath said the organization is moving ahead with plans to adjust its energy efficiency program from primarily a “one-size-fits-all” model to adapt the curriculum focus to grades 3-6 and 7-12 to provide more age-appropriate instruction within each grade range. OEP conducted focus groups with teachers who have participated in the energy efficiency programs and came away with a plan to focus the 3-6 curriculum on homes and the 7-12 curriculum on community. Teachers suggested: adding a financial component to the curriculum; an optional final project; including other subject areas such as social studies; modifying math components to be more age appropriate; adding a lighting lesson; and adapting to the Ohio Learning Standards which will be changing.

**Executive Director Updates:**

Shauni Nix reported recent meetings with potential sponsors/funders Grundfos, IGS, Dayton Public Schools and Northeast Ohio Public Energy Council resulted in significant interest in supporting OEP. Nix anticipates proposals from IGS and Dayton Public Schools.

Nix reported board member Holly Karg of American Municipal Power (AMP) has advised that AMP will discontinue $25,000 in funding for OEP because the organization serves eight states in addition to Ohio. Nix said the Ohio Municipal Electric Association will donate $5,000. Nix and Scott Potter agreed OEP needs to be proactive in reaching out to municipalities that have received OEP services in the past through AMP funding to alert them to the changes.

Scott Potter shared that results of the board member surveys were included in the meeting handouts. Potter noted both surveys were positive overall.

**Upcoming Meetings:**

Scott Potter noted that an informal board meeting will be held from 1:30-3:30 p.m., Thursday, Jan. 3, at the OEP offices for board committee meetings and any board members who wish to meet with other board members or OEP staff in an informal setting. The next full board meeting will be held from 1:30-3:30 p.m., Thursday, Feb. 7, at the OEP offices.

**Adjournment:**

Scott Potter called for a motion. Jackie Bird moved to adjourn; Bill Yost seconded. Potter called the vote. Motion carried. The meeting adjourned at 3:32 p.m.

*-Recorded by B. Schumann, secretary*

**Upcoming OEP events:**

Energy Efficiency Professional Development – Dec. 13, 2018, Dayton

Informal Board Meeting/Committee Meetings – Jan. 3, 2019, Worthington

Youth Leadership Summit – Jan. 29, 2019, Dayton

Youth Leadership Summit – Jan. 30, 2019, Dayton

Youth Leadership Summit – Feb. 5, 2019, Columbus

**Board Meeting** – Feb. 7, 2019, Worthington

Energy Workshop – Feb. 26, 2019, Dayton

Energy Workshop – Feb. 27, 2019, Dayton

Energy Workshop – March 5, 2019, Columbus

Energy Workshop – March 6, 2019, Columbus

Informal Board Meeting/Committee Meetings – March 7, 2019, Worthington

**Board Meeting** – April 4, 2019, Worthington

Energy Portfolios due to NEED – April 15, 2019

Informal Board Meeting/Committee Meetings – May 2, 2019, Worthington

Youth Energy Celebration, May 8, 2019, Columbus

**Board Meeting** – June 6, 2019, Worthington

Informal Board Meeting/Committee Meetings – July 4, 2019, Worthington

**Board Meeting** – Aug. 1, 2019, Worthington

Informal Board Meeting/Committee Meetings – Sept. 5, 2019, Worthington

**Board Meeting** – Oct. 3, 2019, Worthington

Informal Board Meeting/Committee Meetings – Nov. 7, 2019, Worthington

**Board Meeting** – Dec. 5, 2019, Worthington

Board members are encouraged to attend any OEP event. See [www.ohioenergy.org/events](http://www.ohioenergy.org/) for information on more upcoming events or contact OEP staff for specific event information.