

project: LEED-H committee

Meeting date: 03 August 2008

location: C. Shoemake

prepared by: D. Robinson

Notes Prepared: 08 August 2008

attendees: M. Robinson, E. Fowler, D. Robinson, C. Shoemake, D. Murrah

cc: T. Browne, H. Massin, M. Strong, T. Mercantante, G. Adams, B. New, M. Strong, M. Smith, C. Ballou, K. Reardon
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action required by Committee

GENERAL

Schedule

Fall 2008'

- There will be 4 meetings in the fall term, please refer to attached calendar for dates.
- The 4th (last) meeting of the term will be a strategy meeting for the upcoming term. Three priorities will be set for the focus of upcoming term.
- Provide website update information no later than the third Thursday of each month, to *C. Ballou* – dcballou@hotmail.com, copy *C. Shoemake*, *S. Stelzer* and *D. Robinson* with web information.
- *C. Ballou* to update the website by the fourth Friday of the month.

PRIORITIES

#1 Website (www.usgbchouston.org); fall term focus point. Please look at the residential section of the site.

C. Ballou

- Greater Houston Area LEED Homes
 - Registered Homes
 - Certified Homes with the following:
 - List of team members
 - Short description
 - Products used
 - Disclaimer
- Please send Information, articles, links and events.
- A place to send all frequently asked questions, *S. Stelzer* will distribute all questions as required. Please send in questions with known answers. For instance – what is an eco-broker? An eco-broker is...
- RGBG Member Roster

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PRIORITIES CON'T

- #2 RGBG - Provides substance for the website to *C. Ballou* by the third Thursday of the month (Aug 5th). Copy *S. Stelzer*, *C. Shoemake* and *D. Robinson* on all submitted information. See attached calendar.
 - o *D. Murrah* – will supply the number of registered homes, certified homes, a list of teams and a short description of the certified homes. He will ask the team for a list of products and supply “frequently asked questions.” – *D. Robinson* will create a chart to show information. D. Murrah
 - o *S. Stelzer* – will field new questions. S. Stelzer
 - o *M. Smith* – will build a team to help him research cost factors involved with LEED homes. Volunteers will be needed. M. Smith
 - o All members will send in articles, links and events. All RGBG Members
 - o *M. Robinson* and *S. Stelzer* – will supply a description and date for residential detention pond information. *M. Robinson* to supply landscape information. M. Robinson
 - o *S. Stelzer* – will supply news for CofH and links. S. Stelzer
 - o *K. Reardon* – will supply information on the Ronn house and the solar tour. K. Reardon
 - o *B. New* – will supply health information related to building products. B. New
 - o All RGBG members – to supply a three sentence or less description of themselves – what they do, experience and why in the group. All RGBG Members

- #3 Outreach, Education & Advocacy
 - Each member of to focus on two outreach/education items to be performed within the term. All RGBG Members
 - *T. Mercatante* will be the point person for all booths that are the responsibility of the RGBG. T. Mercatante
 - *B. New* will investigate strategy to advocate for building code modification. *S. Stelzer* will advise. B. New

- #4 New Items
 - Discuss options for spring goals.
 - *K. Reardon* to supply information on Ronn house celebration – time, place, photo. Who is invited? Do you need help? K. Reardon
 - *K. Reardon* will supply information on solar tour. K. Reardon

NEXT MEETING

- **Sunday 7 September, 2-4p**, at the home of *D. Murrah* located at 1324 Harvard Street; **directions to follow**.
- Please be on time and keep the discussion to the priorities, in order to keep the meeting within two hours.