

**MINUTES OF A MEETING  
OF THE BOARD OF DIRECTORS  
MACALESTER COLLEGE CLEAN ENERGY REVOLVING FUND**

**December 09, 2009**

A meeting of the board of directors of the Macalester College Clean Energy Revolving Fund, hereinafter referred to as "CERF," was held in Room 214 of the Macalester College Campus Center on the above date at 12:00 noon.

Directors Suzanne Savanick Hansen, Craig Laughlin, Adil Imani, and Jim Doyle, representing a quorum, were present at the meeting. Directors Roopali Phadke, Tom Welna, and Zach McDade were absent. The following guests were also present: Timothy Den Herder-Thomas, Nicholas Matzke, Ariel Herrod.

By consensus of the board, Ariel was appointed Secretary of the Meeting and agreed to take the minutes.

The first matter to come before the directors was *the approval of previous minutes*. Following discussion of the matter, upon motion duly made and seconded, the following formal resolution was unanimously adopted :

**RESOLVED**, to officially accept meeting minutes from the November 17, 2009 meeting.

The next matter to come before the directors was *a proposal to revise the existing charter*. Following discussion of the matter, upon motion duly made and seconded, the following formal resolution was unanimously:

**RESOLVED**, to modify the composition of the board to include the current Sustainability Manager, one member of the staff nominated and approved by the Staff Advisory Council (assuming willingness on the Council's part to do so), two faculty members nominated by the Sustainability Manager and appointed by the board, two students appointed by the method outlined in the original charter, and one alumnus/ae member appointed by the method outlined in the original charter.

**FURTHER RESOLVED**, that one board will only have one chair elected by the board for one year terms and that this chair will be responsible for setting meeting agendas and coordinating meetings.

**FURTHER RESOLVED**, that a quorum will consist of four of the seven members of the board.

The next matter to come before the directors was *a discussion of the current state of finances*. No formal resolution was made, but it was:

**AGREED**, that Ariel Herrod would ensure that CERF does not owe funds to Facilities Services.

The next matter to come before the directors was *a discussion of the future restructuring of CERF* to meet the Sustainability Plan's energy efficiency goals. Timothy Den Herder-Thomas invited all attendees to a meeting that would be held on Monday, December 14 from 2:30 until 3:30 in which the discussion would be continued in more detail with more members of the campus community. No formal resolution was made, but it was:

**AGREED**, that one committee is most efficient and that current CERF members would like to continue to see the encouragement of open conversation and ideas from all members of the campus community. Timothy assured the Board that it would be able to vote on the final proposal.

The final matter to come before the directors was *a proposal from current student Nicholas Matzke to install occupancy sensors* on the lights in Dupre Hall. The estimated cost of the project is \$4,400 and the estimated payback is 4.3 years. Following discussion of the matter, upon motion duly made and seconded, the following formal resolution was unanimously adopted:

**RESOLVED**, that CERF would support the project for Dupre Hall subject to the finalization of dates and estimates. The Board will allow unanimous e-mail consent to give final approval to the project.

There being no further business to come before the board, upon motion duly made and seconded, the meeting was adjourned by unanimous approval of the directors

---

Ariel Herrod, Secretary of the Meeting