



**OHPBA Board Meeting
April 4, 2008**

McMenamins Edgefield, Troutdale, OR

MINUTES

Attending (indicated*)

- *Larry McCandless, President
Dan Lofy, 1st Vice President
- *John Frankel, 2nd Vice President
Bruce Richmond, Treasurer
Tony DiDomenico, Past President
- *Fred Kirkpatrick, Region 9 HPBA Rep.
- *Susan Nellor, Portland Metro Director
- *Warren Hench, Western Ore. Director
- *Mike Kohn, So. Ore. Director
- *Roger Sanders, Central Ore. Director
Eastern Ore. Director, vacant

Guests: Mary Sanders, Gail English, Marketing Communications Committee Chair

Staff: Harvey Gail, Executive Director

1. Call to Order:

President Larry McCandless called the meeting to order 12:37 pm. He noted a quorum was present

2. Approval of Minutes

The group reviewed the minutes of the November 30, 2008 board meeting. Roger Sanders asked Harvey Gail to report on how the new procedures are going with regard to the Treasurer. Gail said that each month Bruce Richmond receives the bank statements and financial reports, normally by mail. He also said that all check requests are given to the Treasurer for approval, by fax normally, so Bruce Richmond is aware of all the checks that are cut.

PASSED

*Motion to approve the minutes of the November board meeting. MM R. Sanders; MS S. Nellor.
Motion carried.*

3. Old Business

A. Nominations and Elections

McCandless said he talked to Dan Lofy recently and he confirmed that Lofy will not be able to continue on the Board. In the interim he appointed John Frankel to serve as the 1st VP, and he said that would put Frankel in line to be President at the annual Meeting. Frankel agreed to serve as appointed. Fred Kirkpatrick said he called Dan Bonham at Maupin's in The Dalles a few times to ask if they might be willing to serve as Eastern Oregon Area Rep, a position that has been vacant for a number of years. He said so far he has not been able to talk to Dan Bonham about it.

ACTION ITEM

Fred Kirkpatrick will make one more attempt to contact Dan Bonham about serving as the OHPBA Eastern Oregon Director.

Gail said he will confirm the open seats and upcoming election requirements and record them in the minutes. He said the Treasurer, three of the five Area Directors and the both Vice Presidents need to be on the ballot. Gail said the election will be held at the annual meeting or by mail in vote prior to it. He said a ballot needs to be ready about the first of May. He said the nominating committee is the Past President and President.

Roger Sanders recommended Chad Clark as the Manufacturer's Rep. Director. Sanders said he had talked to him about it and he seemed interested. Sanders said he was confident he would accept the position if nominated. Gail said he called Clark and invited him to the meeting but left a message. Sanders said Clark was likely to be willing to serve in the seat. McCandless then appointed Chad Clark to be the Manufacturer's Rep. Director, assuming he was willing to serve.

ACTION ITEM

Larry McCandless will contact Chad Clark about the appointment.

B. Wood Heating Conference

McCandless reviewed the wood heating conference that was discussed at the strategic planning meeting last August. He said John Crouch at HPBA came up with the concept and we discussed it at length at the strategic planning conference. He said attendees would likely be people in air quality, dealers, regulatory agencies and the HVAC industry. Sanders said no other HPBA affiliate has ever done anything like this. Sanders said the timing for the conference seems right considering the resurgence of interest in biomass heating in recent months.

Sanders said the DEQ air quality meetings are quite narrow in focus and related mostly to health issues and our approach would be much broader. Sanders said we could start small and add to it. He said we could include someone from OMNI on a technical topic, a pellet fuel presentation, Libby Montana update, Oregon Department of Energy, and the renewable energy perspective. Sanders suggested the event would be for 2009. Gail said the timing of the event could coincide with the 2009 Oregon Legislative session which could be well timed considering the new Heat Smart bill.

McCandless said we need to be very clear on our focus and only until we determine the scope can we prepare the list of presenters. The group did a straw poll and all agreed it was worth pursuing and all agreed it was at least at an exploratory level. He said a committee should explore the conference and present the concept in June Sanders agreed to be on the committee along with Mike Kohn. We could call it the residential biomass heating conference.

ACTION ITEM

Larry McCandless, Roger Sanders and Mike Kohn will form a committee, hold a meeting (possibly by conference call) and present the results of their exploratory findings on the conference at the board meeting on June 8.

C. Home Inspectors Letter

Harvey Gail distributed a draft of the letter to the Oregon Association of Home Inspectors (OAH). He said Tony DiDomenico will be giving a presentation to OAH in May. Gail asked for feedback about the letter. McCandless said we need to say they should contact a professional – either an NFI Certified Pellet Stove Specialist or someone certified by the Oregon Chimney Sweeps Association. We should also say, “pellet stoves are more complex than people realize and determination of how well they are working needs to be assessed by a professional.” Gail will modify the letter and send it to the association with a comment that DiDomenico will talk about pellet stoves in May at the OAH meeting.

4. New Business

A. RETC Program

Gail described the history of the Residential Energy Tax Credit (RETC) program. He brought the group through the developments starting in the 2007 legislature and through the rulemaking process in the fall. Gail said OHPBA and Oregon Dept. of Energy reached an agreement that OHPBA will prepare the list of qualifying appliances. He said ODOE started to prepare the list but ran into more difficulty than they anticipated. He said OHPBA is in a much better position to prepare the list due to familiarity with the appliances and the certification process.

Gail said the initial development and publishing of the list will cost OHPBA about \$4,000 in the next couple of months. He said the cost would be offset by application fees - \$50 per application for wood and \$50 for pellet stoves. He said we would need to receive about 80 applications to pay for the program. If 40 manufacturers turn in two forms (\$100) then we would recover the funds spent for initial preparation.

Gail said the board voted by email to embark on the project with ODOE. He said the motion was to enter into the project with ODOE with the expectation that the project is revenue neutral over time. He said the vote passed but not unanimously (there were two no votes).

The group discussed other possible funding mechanisms for the list project. One option was to raise the application fee and the other is to add this project to the grant request to the HPBA Government Affairs

Committee. He said we planned to send it to help pay for lobbying in 2009. He said the letter will be sent to Jack Goldman copied to Dan Henry, HPBA Government Affairs Committee Chair, VP Berger at Harmon, and to John Crouch. Sanders said someone should call these people after the funding letter is mailed to let them know it's on the way and prepare them to consider our request.

B. HPBA Government Affairs Academy

Both Kirkpatrick and McCandless reviewed the HPBA's Government Affairs Academy and they both said it was very worthwhile. McCandless asked if any board members planned to go this year. John Frankel said he will plan to attend the academy this year.

ACTION ITEM

John Frankel will contact HPBA and register for the HPBA Government Affairs Academy. He will report back to the board after the event.

C. Heat Smart Bill Proposal for 2009 Legislature

Gail passed out the proposal document from the Gail described the Oregon Dept. of Environmental Quality's (DEQ) revised Heat Smart bill. He described what was added to the proposal compared to Senate Bill 338 from the 2007 session. Gail speculated that the new bill gives the EQC authority to make it the air quality standard tougher than the current standards. He said DEQ suggested the EQC might adopt the Washington State Standard. The group read that the proposal was not clear and that we would not support a standard that was tighter than the Washington standard.

Another issue was how the stove changeout budget would be funded. DEQ proposed several ideas including a surcharge on stoves. The group agreed that we would not support the surcharge as a funding mechanism first because it is a disincentive to purchase new clean burning appliances and it undermines the purpose of the RETC tax credit.

Sanders said the entire approach presented in the document is set up for failure because it is not diverse enough. He said the arguments for the bill are all based on air quality and there are no arguments that go beyond that basic argument such promoting renewable energy and fire safety. The group felt we should once again suggest pellet stoves be exempt. Also, the arguments need to be tied directly to other proposals that will be introduced by the Governor which would result in a better chance of the bill being included in the Governor's budget. In general, there needs to be a positive bullet point in the introduction and the proposal must address issues of importance to the Governor, such as global climate change and renewable energy. Gail will draft a memo to DEQ with several suggestions and with definitive statements about what we will not support.

D. Spring Conference

Frankel read the agenda for the Spring Conference that will be at the Great Wolf Lodge in Grand Mound, WA. The group discussed the seminars as they are presented. John Frankel said the Monday lunch session

is a manufacturer panel. Gail said he will prepare three questions for the panelists and asked for some ideas. Frankel said one of the roundtable discussions was on website design. Sanders suggested we invite Jim Butchart since he will be moving up to the area. Gail emailed Butchart at the meeting. Other invitations will be extended to Clay Dennis, at Zephyr Stoves in Salem. Gail will call him.

5. Committee Reports

A. HPBA

Kirkpatrick read some of the decisions coming out of the HPBA board meeting in Atlanta. Kirkpatrick said Tom Pugh was added as a non-voting board member alternate Region 9 Rep. McCandless said the affiliate agreement said in regions with more than one affiliate, the other affiliates could nominate alternates who could attend in a non-voting role. The issue of who HPBA Region Reps represent was discussed. Kirkpatrick said the issue was not discussed at the meeting, but previously the HPBA attorney told the board that Region Reps must vote for themselves and not as a proxy for their local region. The group watched the Libby, MT stove changeout video.

B. Monthly Programs Committee, Marketing Committee

Gail English said her committee had some difficulty meeting the committee work done once the season started but they have made some progress. She said they are working on getting manufacturer on the website Design Center.

Harvey Gail said McCandless will be the speaker at the Eugene OHPBA Breakfast meeting in May with the topic of "All Politics is Local." Gail said the Eugene meeting was well attended in February, so he expected a decent crowd in May as well. Sanders said he didn't think many people in Bend would go to the monthly meeting, so it was agreed not to have the meeting in Bend. English asked the board how they felt about the monthly meetings and whether we should continue to do have them. Sanders said the key is to make it of interest to sales people. One idea is we could do one of the HEARTH on-line courses. Frankel said the program on "What's New in the Industry" was great. McCandless said our breakfast meetings are getting the attention of other affiliate leaders.

C. Membership Committee

Harvey Gail passed out the list of non renewed members. He said when EXPO is on the East coast it is not uncommon to have very late renewals from companies. Frankel suggested we send a kit of membership related items to all the reps. The group discussed the national membership campaign, the Drive for 25" and how our membership committee's activities ties into what HPBA's membership committee is doing.

Frankel asked about OHBA joining ORACA (Oregon Association of Air conditioning Contractors). He said they are enthusiastic about OHPBA joining. He said our category would be Manufacturer's Rep but noted that's the only one that we could join since they don't have a non-profit category. Frankel said

ORACA even offered us a seat at the table in their board meetings and everyone agreed that was an opportunity we must take advantage of immediately.

PASSED

Motion to give the OHBA President the authority join ORACA. MM Frankel, MS Kirkpatrick. Motion Carried.

Frankel will send a membership for ORACA to the staff office.

PASSED

Motion to make a policy that the OHBA President will serve as the representative on other non-profit board(s) that extend offers for OHPBA to serve in appointed positions. MM R. Sanders; MS J. Frankel. Motion carried.

D. Director's Reports

Western Oregon: Warren Hench said everyone down in his area had a pretty good season considering the economy.

Southern Oregon: Mike Kohn said one store had the “worst year in ten years”, but others seem to be hanging in there. He said Jackson County passed the stove removal ordinance, which seems to have made a positive impact on his business, but the ordinance has not been introduced into Josephine County (Grants Pass) yet.

Central Oregon: Roger Sanders said building permits are down substantially. He also said two of the three other stove shops in the area are out of business and the third is teetering, so the economy has definitely had an impact.

Utilities: John Frankel said it is still too early to get a price gas adjustment for the fall and that Northwest Natural and PUC will not seek a rate case until 2009. He said any gas price adjustments would be based on the commodity price which has gone up a little bit. He described there is a project being discussed to create a new pipeline over the Cascades to serve as a second option to the gas line in the Columbia gorge. He said Northwest natural would only provide pipeline support on the liquefied natural gas line project.

6. Financial Report

Gail reviewed the financial reports including the profit and loss and balance sheet noting the following balances as of February 29, 2008.

Checking Wells Fargo:	\$32,791.54
Certificate of Deposit:	<u>\$16,513.79</u>
Total Assets	\$49,305.33

Gail said the CD interest rate is probably fairly low now and it is a six month term (open in August).

7. Other New Business

A. Board Duty Descriptions

Frankel reviewed the board duties and noted several clarifications, noting that he met with McCandless to prepare the new descriptions. Frankel based this on the most recent OHPBA bylaws that he said were dated in 2003. Gail said he will review the bylaws revisions from 2006, which he said had incorporated the new board descriptions already.

ACTION ITEM

Harvey Gail will send the latest draft of bylaws to John Frankel. Frankel will revise the board descriptions after reviewing them.

8. Next Board Meeting

The next board meeting will be **June 8 at 6 pm** at the **Great Wolf Lodge**, Grand Mound, WA.

9. Adjournment

With no further business a motion was made to adjourn the meeting at 4:46 pm.

PASSED

Motion to adjourn the meeting. MM L. McCandless; MS M. Kohn. Motion Carried.

Minutes taken by Harvey Gail, Executive Director

