



NATIONAL ENERGY & UTILITY AFFORDABILITY COALITION

**Agenda – NEUAC Fall Board of Directors Meeting**  
**(Virtual)**

October 20, 2021 | 2-4:30 pm EDT

<https://us02web.zoom.us/j/85043379510?pwd=STNvbkrR3RUl5ZVNUdTJVMCs0a1hqdz09>

2:00 PM **Call to Order/Welcome** Establishment of Quorum/Attendance Rhonda Harper

2:05 PM **Approve minutes of last meeting** Rhonda Harper  

- Motion to accept minutes as presented
- Second
- Further discussion
- Vote (nay or abstain in chat)
- Motion pass/not pass

2:10 PM **Committee Reports**

▪ **Finance Committee/Financial Report**  
**Presentation of Audit (see board packet)** John Rich  
**Presentation of 990**  

- Motion to accept financial report/audit/990 as presented
- Second
- Further discussion
- Vote (nay or abstain in chat)
- Motion pass/not pass

▪ **Executive Committee** Board President  
Decisions to be ratified by full board:  
1. Yotel hotel contract cancellation for 2022 LIHEAP, Yotel contract signed for 2023 LIHEAP Action Day hotel block  
2. Update signers on Arlington Federal Credit Union account to ED and current Treasurer  
3. Contract for Chicago 2024 Annual Conference  
4. Continue to count virtual attendance for meeting the attendance requirement for NEUAC board members through end of 2021  
5. John Rich appointed treasurer, Kim Campbell appointed parliamentarian  
6. Methane fee letter of support for LMI customers (Brian Caudill, PP&A can elaborate)



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7. **Ongoing discussion:** Infusing Administrative Practices at NEUAC with JEDI (Justice, Equity, Diversity and Inclusion) principles

- **Conference Committee** Co-Chairs
  1. Planning meeting – moved to virtual, summarize activity
  2. Timing for release of RFP – after the planning meeting
  3. Recommend NEUAC avoid a hybrid conference in 2022 (cost, logistics)
  4. **Ongoing discussions:** pricing, COVID safety
  
- **Membership/Fundraising** Steve Whitworth
  1. Encourage utilities who pay for membership AND receive a complimentary membership for sponsoring NEUAC consider gifting the extra membership to a nonprofit partner
  2. Approved Sponsorship and Membership Forms for 2022 (see board packet)
  3. Membership Goal for 2022: 230 members (so far, 218 2021 members officially)
  4. Fundraising Goal for 2022: 5% increase in revenue
  5. **Ongoing discussions:** “rolling” memberships rather than calendar year; language for comp memberships after the conference – Currently:

**Post conference through October 1**  
New nonprofit members who join after the conference are comped the following year

**October 1 – December 31**  
All memberships are considered renewals for the following year and processed as they come in
  
- **Public Policy and Advocacy** Brian Caudill
  1. Policy Update
  2. Release of FY22 Funds – helped circulate Senate Dear Colleague letter to HHS
  3. Messaging remains in support of \$5.1 billion for FY22
  4. Kicked off new monthly membership policy and advocacy updates – all NEUAC members are invited to attend
  5. One-pager draft highlighting examples of program innovation by LIHEAP, utilities, nonprofits during COVID19 (see board packet)
  6. **On-going discussions:** Contracting with Advocacy Associates to help plan and implement LIHEAP Action Day, Methane Fee
  
- **Site Selection Committee** Chere Coleman
  1. Chicago in 2024
  2. 2025 tabled for now

3:30 PM	<b>Executive Director’s Report</b> Annual Budget for 2022 – Draft <b>Vote Needed</b> Hiring Update – Operation Director	Katrina Metzler  Rhonda Harper Katrina Metzler
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Board Members – Succession Planning  
Renew your membership/sponsorship for '22  
Committees for new board members

Katrina Metzler  
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Katrina Metzler

4:00 PM

**Other Business?**

Board President

4:30 PM

**Motion to Adjourn**

- Second
- Further discussion
- Vote (nay or abstain in the chat)
- Motion pass/not pass

Board President