

## 2025 Board of Directors Winter Meeting

**Date: 12/3/25**

**Time: 1:00 p.m. ET**

**Location: American Gas Association** (400 North Capitol St NW #450, Washington, DC, 2001), **and Zoom.**

### **Attendees:**

*In-Person:* Alex Balbuena-Alleyne, Laura Bayona, Bree Boyd, Kate Brownlee, Kim Campbell, Kelly Caplan, Karen Cheeks, Rasheeda Davis, Maria Delaplain, Annie Doran, Sapna Dowla, Gerri Drummond, Britton Gabel, Tiffany Gilstrap, Jesse Hernandez, Ben Jackson, Laura Jacobs, Erin Mao, Diana Marin, Charles Moreland, Chris Osbon, Sam Owen, Rosa Pagnillo-Lopez, Elizabeth Paulson, Carrie Perry, John Rich, Jennifer Rodriguez, Tori Rombach, Andrea Schroer, Raven Simmons, Larry Snook, Pauli Springer, Olivia Wein

*Virtual:* Anne Armstrong, Christine Beatty, Douglas Bennett, Elizabeth Berube, Andrew Binegar, Michael Bradford, Mindy Browning, Latoya Butler, David Carroll, Jackie Castellon, Mar Cuellar, Leslie Diaz-Vilavicencio, Marietta Doney, Mia Harnos, Maria Hopps, Diedra Howard, Erin Jeffries, Patricia Johnson, Kathy Kerr, Erin Kurilla, Haly Laasme, Michelle Lehman, Tommi Lindsey, Kevin McGrath, Tasha Moore, Shama Mounzer, Danielle Olaya, Debbie Paton, Chad Quinn, Amanda Shelton, Jason Sparks, Shannon Stahley, Angie Sterner, Mike Turaj, Misty Velasquez, Star Walker, Monica West, William Whitfield, Katie Zerfuss

### **1:04 Call to Order: Michael Bradford, President**

- Establishment of Quorum - Established.
- Welcome to new Board Members
- Meeting Expectations

### **1:15 Approve Minutes of previous meeting (10/1/25)**

- Motion to approve:
  - Motioned by: Britton Gabel
  - Second: John Rich
  - Motion approved

### **1:20 Committee Reports:**

- Finance: Katrina Metzler and Marietta Doney
  - Review of reports to develop the budget were provided comparing revenue vs. expenses as of October 2025.
    - Contribution, Contracts, Grants, memberships increased compared to 2024, but also up on some expense categories.
    - Total Equity has gone up.
  - Review proposed 2026 Budget:
    - Budget was developed based on October financials
    - Predicting increase to conference revenue and expenses compared to Charlotte, NC in 2025. Charlotte saw a decrease in attendees. Hope and estimates are that 2026 increases with attendees from the PNW region.

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- Proposed small increase in membership and sponsorships revenue to be secured because costs in Seattle are higher than other regions.
- Overall, forecasting \$31k loss.
- Contract for leased office space expiring, and team exploring options.
- Discussion: David Carroll commended Katrina for striving to stay within budget, but recommended to continue prioritizing the mission over the bottom line. Salaries or supporting programs shouldn't be cut to cover the possible negative forecast, given robust reserves available to offset ebbs and flows. Other board members agreed.
- Vote: Accept October Financials Report
  - Motion to accept:
    - Motioned by: John Rich
    - Second: Michelle Lehman
    - Motion approved
- Vote to Approve FY2026 Budget
  - Motion to approve the budget:
    - Motioned by: John Rich
    - Second: Jesse Hernandez
    - Motion approved
- Conference: Katrina Metzler, Shaylee Stokes, Latoya Butler, Glenis Scott, Kim Campbell
  - May 18<sup>th</sup> to 21<sup>st</sup> in Seattle, WA
  - Presentation of NEUAC 2026 Annual Conference logo and theme
  - Most attendees are members and most register as early bird.
  - Updated sponsorship and exhibitor packets. Customized sponsorships available.
  - NEW: NEUAC to provide one less lunch provided during the Seattle conference. This will be a pilot; possible due to many nearby restaurants and Pike Place.
- Membership and Fundraising: Katrina Metzler
  - Committee Chair volunteer TBD.
  - 25 new members in 2025
  - 107% of membership goal with 305 current members.
  - 111% from fundraiser goal
  - Two new pledges at board meeting: Entergy \$25,000; JEA \$5,000
- Public Policy and Advocacy: Kate Brownlee, Ben Jackson, Katrina Metzler
  - FY2026 LIHEAP Funding
    - After the longest government shutdown, HHS has release of 90% (\$3.6B) of LIHEAP FY2026 funds on 12/1/25, plus the last release of IJA funding.
    - Funds were released as part of the Continuous Resolution and, due to NEUAC and partners' continuous advocacy, in an expeditious way.
    - Since this not a full budget but a CR, if a government shutdown happens again in January, the 90% should support operations through a shutdown.

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- In addition, bills contain language encouraging appropriate staffing to responsibly administer the program.
- 2026 LIHEAP Action Day:
  - Registration to open in mid-December
  - All Parties Letter being reviewed for feedback from PP&A. Will be taken to the executive committee for approval before release.
  - Emphasized the importance of stories when advocating
  - Endorsement request on "Affordable food and Energy Act of 2025" bill (which has not been introduced yet). NEUAC will follow the process to review and see if this is anything that NEUAC can endorse, and share with board members for their own organizations' consideration.
- Vote on Extra Mile Award postponed to review with PP&A before board vote.
- Executive Committee: Michael Bradford
  - Vote: Committee Decision to be ratified by full board
    - a. Contract Approval: Web and media consultant (Annie Doran)
    - b. 2026 Conference: Branding and logo for theme "Moving the needle"
    - c. 2026 Conference: budget consideration:
      - Raise registration fees by \$75 to help cover costs for meals, A/V
      - Reduce meals offered such that one lunch will be on your own
    - Motion to approve Committee Decision of items a, b, c above:
      - Motioned by: Britton Gabel
      - Second: John Rich
      - Motion approved
  - Compensation plan for NEUAC's Executive Director.
    - New process was developed to streamline and be consistent with review of Executive Director's performance and pay by new Executive Committees each year.
    - Motion to approve compensation plan for NEUAC's Executive Director:
      - Motioned by: John Rich
      - Second: Deidra Howard
      - Motion approved

### **2:42 P.M. Executive Director's report: Katrina Metzler**

- Utility Summit: Well attended and had great discussion on several topics.
- NEUAC Alumni: Quarterly meetings. Work has been assigned to several of the 8-10 alumni volunteers.
- Media and Engagement: NEUAC has been in the news often. Frequent media inquiries.
  - Discussion: Possible meeting with communication departments of select board members who can provide support to Katrina, in addition to AGA and EEI's existing support.
- Lease update: Katrina will keep board informed once more information is available.
- Annual Report: This is the last year of the strategic plan and this will be a topic on the next board meeting.

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### **2: 48 P.M. Updates from Federal Partners/Announcements**

- Andrea Schroer announced that the NASCSP conference will take place from Feb 2<sup>nd</sup> to 6<sup>th</sup> and invited attendees and sponsors. She also shared that Weatherization program funding is moving through the appropriations process.

### **2:53 Motion to Adjourn: Michael Bradford**

- Motioned by: Jesse Hernandez
- Second: Rosa Pagnillo-Lopez
- Motion approved