

SBSE Annual Meeting

SBSE Retreat 2018, *CYCLES - Material Life, Carbon, Nutrient, and Seasonal*

Honey Creek Resort

12633 Resort Drive

Moravia, IA 52571

July 17 2018, 9:30am - 10:30am Central Time

Meeting Minutes: Recorded by Emily McGlohn

Present:

Ulrike Passe, President	UP
Georg Reichard, President Elect	GR
Jonathan Bean, Awards & Scholarships Committee Chair	JB
Michael McGlynn, Educational Resources Committee Chair	MM
Bruce Haglund, Communication Committee Chair	BH
Jim Wasley	JW
Alison Kwok	AK
Emad Afifi	EA
Khaled Tarabieh	KT
James Leach	JL
Lisa Iulo	LI
Walter Grondzik	WG
Soo Jeong Jo	SJJ
Alex Timmer	AT
Gaby Branaird	GB
Holly Samuelson	HS
Mary Guzowski	MG

Online:

Tom Collins, Treasurer	TC
Emily McGlohn, Secretary	EM
John Reynolds	JR
Shannon McDonald	SM

AGENDA

1. Announcements
2. Treasurer Report
3. Scholarship Committee Report
4. Cook Trust Scholarships Report
5. Education and Resource Committee Report
6. Communication Committee Report
7. Membership Survey Preliminary Results
8. New activities: Conferences
9. Summer 2019 Retreat
10. Other Business

MINUTES

1. Treasurer Report - TC (see attached report)
 - a. Report period - October 2017 - July 2018
 - b. 3 main sources of income: sun angle calculator, membership, donations.
 - c. Sun angle calculator sales up from \$1100 to \$6000
 - d. Renewals in progress, EM is looking for ways to reach out to lapsed members.
 - e. \$14,000 scholarships this year. Cook Trust, John Reynolds, sales.
 - f. Monthly fees for Wild Apricot (WA \$900 monthly fees) and Paypal (\$1400 for both).
 - g. Retreat paid for through registration fees and AIA. SBSE covers cost difference.
 - h. \$38000 in accounts. Sufficient to pay obligations. \$18000 remaining.
2. Scholarship Committee Report - JB
 - a. PLEA Conference. Healthy number of applications for PLEA (50 applicants). Other applications could use support.
 - b. ASES Conference. Scholarship did not have enough applications (only 1 eligible). Having trouble finding applicants for this scholarship. Would like to discuss reasons for this. Is there a better allocation for these funds.
 - c. Passive House Conference. 5 applicants, 4 scholarships handed out.
 - d. Open Scholarship. Discussion about how to structure it. Should it be any related building science conference?
 - e. UP. Thanks committee for reviewing scholarships and GR for making online application for scholarships.
3. Cook Trust Scholarship Report
 - a. UP. This trust changed the lawyer group that organizes the funding. SBSE working with the new group to understand application and scholarship payout process.

- b. UP. Final report will be required. Will give SBSE the opportunity to apply for 3 more years.
- 4. Education and Resource Committee Report - MM
 - a. Educational Resources portal is up and running. Encouraging members to sign up for portal. Not automatic with membership or renewal.
 - b. Long term goal of the ERC to share resources efficiently and digital way.
 - c. Some technical management issues to work through. GR is working on this as president elect. ERC will meet throughout the next 9 months to sort out technical issues. Hope to bring more members on to the committee to help manage.
 - d. On the front end, looking for ways to encourage members to participate. Two main strategies from session yesterday (July 16, 2018):
 - i. Take opportunity at gatherings (retreat, PLEA) to have members sign up and upload.
 - ii. Put out calls for resources via listserv that can direct members to upload specific material.
- 5. Communication Committee Report - BH
 - a. Big News! - We have the new webpage. Legacy information from old site will be transferred to new site.
 - b. Looking for volunteers to provide information to social media sites.
- 6. Membership Survey Preliminary Results - UP
 - a. Success!
 - b. Preliminary report: more than 50 responses to 110 invitations, 10 bounced back.
 - c. June-July most popular months for retreat, some feedback that it could be every 2 years.
 - d. Cost to attend a challenge due to tightening budgets at universities.
 - e. Will continue to conversation to consider an SBSE conference.
 - f. UP will write a full report and we can look into results and suggestions.
 - g. Survey is still open, a reminder can be sent out to members for more feedback.
- 7. New activities: Conferences - UP
 - a. Discussion about SBSE having its own conference is open:
 - b. MG- Should we alternate retreat types. Could we have different kinds of retreats. Maybe an in-depth, hands-on retreat.
 - c. ___ - Not interested in another retreat.
 - d. MM - should consider a conference as a way to grow the membership. As a mentor understands what tenure track faculty needs are. Funding is limited for travel and faculty development. BTES has a bi-annual conference. BTES membership has grown because of this. Could retreat happen the years BTES conference is happening and SBSE has a conference on BTES off years. A good way to reinvigorate the membership. SBSE should consider a conference.
 - e. GR - altering retreat/conference is work to offer something each year. Should we consider a hybrid? Have a platform for peer-reviewed opportunity.
 - f. AK - Reynolds Symposium.
 - i. John Reynolds and Alison Kwok organizing a one day symposium for the fall of 2019 at the University of Oregon.

- ii. JR established an endowment for sustainability symposium - first one in 2015. 2017 Charlie Brown had the Festschrift
- iii. 2019 symposium topic/name to be determined. Anticipated October 18-19, 2019. First day keynote, Nina Maritz.
- iv. A schedule of discussions, tours, etc.
- v. Peer reviewed abstracts for presentations and poster presentation. Invited papers for an edited book.
- vi. Topic: best lessons for a carbon-free future.
- vii. Organization: Tracks or a one track depending on turn-out.
- viii. Logistics: Organizing committee from across the country. Support of faculty, administration and staff at UofO.
- ix. Funding: Endowment from John Reynolds, asking SBSE, UO school of architecture, Jeffrey Cook is under review.
- x. Call will go out in January. Early registration date. Anticipated cost \$100.
- g. SM - appreciates retreat. Thank you for holding meeting.
- 8. Summer 2019 Retreat
 - a. No retreat planned now. Ryan Smith moved schools. Need a new proposal for 2019 or 2020.
- 9. Other Business- none