

Board Meeting

Wednesday, December 17, 2003, 10:30 a.m. – 5:15 p.m.
Energy Trust Megawatt Conference Room
733 SW Oak Street, Suite 200
Portland, OR 97205



AGENDA	TAB	PURPOSE
10:30 a.m. Call to Order (Steve Schell) <ul style="list-style-type: none">• Approve agenda• November 5, 2003 meeting minutes	1	Action Action
10:40 a.m. President's Report (Steve Schell)		
10:50 a.m. Audit Committee Report (Julie Hammond) <ul style="list-style-type: none">• Approve Audit Committee Charter	2	Action
11:05 a.m. Innovation Task Group (Tom Foley) <ul style="list-style-type: none">• Establish coordination committee	3	Action
11:20 a.m. Finance Committee Report (Tom Foley) <ul style="list-style-type: none">• October financial results• Supplemental Retirement Plan	4	Information Action
11:30 p.m. Executive Director's Report <ul style="list-style-type: none">• Highlights• Resolution template	5	Information Action
11:45 a.m. Break		
12:00 noon General Public Comment The president may defer specific public comment to the appropriate agenda topic		
12:10 p.m. Consent Agenda <i>The consent agenda may be approved by a single motion, second and vote of the board. Any item on the consent agenda will be moved to the regular agenda upon the request from any board member.</i> <ul style="list-style-type: none">• Adoption of IRS required 401(k) minimum distribution• Establishing 2004 401(k) employer contribution• Administrative changes to check signing authority• Aspen contract amendment	6	Action
12:15 p.m. Strategic Plan Update, Action Plan 2004-2005 Budget FY 2004 (Margie Harris and Management Team) <ul style="list-style-type: none">• Summary of public comments received• Summary of budget and action plan changes• Public comment	7	Action

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| 2:15 p.m. | Renewable Energy Program (<i>John Reynolds</i>) | 8 | |
| | <ul style="list-style-type: none">• Combine Hills contract amendment• Open Solicitation Program review and evaluation• General status report | | <i>Action</i>
<i>Information</i>
<i>Information</i> |
| 2:55 p.m. | Break | | |
| 3:15 p.m. | Energy Efficiency Program (<i>Jason Eisdorfer</i>) | 9 | |
| | <ul style="list-style-type: none">• Solar thermal program for gas• New home energy / efficient products contract• Building operations / recommissioning program design• Policy on eligibility of self generators• Building Efficiency program evaluation• General status report | | <i>Action</i>
<i>Action</i>
<i>Action</i>
<i>Action</i>
<i>Information</i>
<i>Information</i> |
| 5:00 p.m. | Special recognition Lynn Kittilson | | |
| 5:15 p.m. | Adjourn | | |

Please note: the next meeting of the Energy Trust Board of Directors will be held Wednesday, February 4, 2004, in Energy Trust offices