

**Alternative Technology Review Committee
Meeting Minutes – September 2, 2010**

This meeting was a teleconference. Those who participated were:

Terry Whitehill
Donna Ruark
Ed Vranizan
Kathy Bash
Samir Mokashi

1. Application Status

The group confirmed the fact that there are no new applications to be reviewed right now.

2. Website Upload of Applications

There was a discussion regarding what documents to attach to the website. It was decided that Donna will 'own' the excel spreadsheet, and that will be kept on the City share drive so it can be updated as necessary.

Donna informed the group that there are currently 3 application recommendations linked to the website—these are the first three applications. There was some discussion regarding how much information to have linked to the website, and it was agreed that there could be a phrase on the website indicating that more information and/or the entire application is available upon request. Donna will have the other 3 application recommendations linked after she confirms with Kathy & Ed that she has the correct and most updated version of the recommendations.

3. Open Items

Ed opened the discussion by saying that the green technology tends toward a certain clientele, and he believes there may be some opportunities to advertise the ATAC group at some upcoming events.

Terry agreed that there are some green conferences coming up, and stated that most of the green issues come from the Planning or Sustainability group, and not necessarily BDS. Unfortunately, the people from BDS who were involved in green buildings are no longer with the bureau. He will try to connect with the appropriate people in the Planning and Sustainability bureau next week.

Kathy stated that there is an information fair coming up at the Eco-House, on Saturday, September 25th. That would be a perfect time to advertise the group and what it does. She wondered if it would be possible to have some kind of written information to hand out—a flyer or business card, something to advertise the group. There is also the Build it Green Tour coming up, and SolarOregon has some workshops coming up. Those would also be good places to advertise the group and what it does. In the spring, there is an Energy Trust event and the Better Living Show in March or April.

Terry will connect with the planning/sustainability people to create a flyer or some type of literature to hand out. He doesn't think he can get anything ready by the Eco-house event, but he will try to have something ready as soon as he can.

Ed commented that the contact person from the planning bureau could be invited to one of the ATAC meetings so they can see firsthand what the group is about.

Ed suggested that if there are no new applications next month that the group have another phone conference meeting. It's good to keep in touch even if there are no applications at the current time.

The next meeting is scheduled for October 7, 2010, and Kathy Bash will chair that meeting in Ed's absence.