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Chairman: Jim Townsend

President: John Huber

Minutes
June 12, 2007
1 p.m. Board Meeting
NEFI Expo, Boston, MA

I. Introductions

Mr. Jim Townsend called the meeting to order at 1:00 pm and directed Mr. John Huber to call the roll. Mr. Huber called the roll and the following members of the Board were Present. Mr. Huber indicated a quorum was present.

Raymond Albrecht	Louise Giguere LeBlanc
Mike Neish	Ron Sabia
Tom Devine	Jim Buhrmaster
Nancy Allen	Michael Romita
Ralph Carlo	Brian E. Kottcamp
Barry Knox	Norman Woolley Sr.
Ralph L. Mills	Jim Woodruff
Jon Day	Allison Heaney
Larry Scuder	Debbie Baker
Peter Carini	Jack Woodfin
Jim Townsend	Molly Brady
Tom Berry	Kim Ullman
Dave Martin	Dr. Thomas Butcher
Leonard Lipton	Boyd Foster
Joseph P. Cavanaugh	Jon Madsen
David Glendon	Don Steward, Sr.
Charles "Bill" Ermer	Peter Bourne
Ted Noonan	Richard Longacre

II. Approval of Minutes

Mr. Townsend moved that the minutes of the meeting held on February 27, 2007 be approved as submitted to the Board of Directors. The motion was duly seconded by Mr. Bill Ermer and approved by voice.

III. Financial Report

Mr. John Maniscalco reported on the Audit for 2006, financials through April 30 2007, and proposed 2008 budget.

Mr. Maniscalco reviewed the independent auditor's annual report to clarify all activity for 2006. One of the highlights was the Assessment Funds (#11) footnote which included the two collection changes for the year. The first change stated the expansion to all dyed distillates no matter what the sulfur content. The second change stated the refunds are expected to be approximately \$1.5 million per year.

Mr. Larry Scuder moved that **The Board of Directors of the National Oilheat Research Alliance Approves the 2006 Independent Audit as submitted to the Board.**

The motion was duly seconded by Mr. Joe Cavanaugh and approved.

On the Statement of Activities for Month Ending April 30, 2007, Mr. Maniscalco remarked the accounting fees were above average due to audits in the beginning of the year. Also, the Consumer Direct Material was eliminated from the inventory which decreased the total non-current assets. He continued by reporting an increase in Net Assets of \$496,360 and commented that it is still very early in the year.

Mr. Dave Martin moved that **The Board of Directors of the National Oilheat Research Alliance Approves the April 2007 Financial Report as submitted to the Board.**

The motion was duly seconded by Mr. Bill Ermer and approved.

Mr. Maniscalco reviewed the Recommended 2008 Budget. The proposal included the Internet Communications fund cuts, now the budget line states \$850,000. This decrease was suggested by the Consumer Education committee in an effort to eliminate all unnecessary campaign efforts. Another adjustment was the Research Allocation budget line that increased to \$777,114 due to the NYSERDA partnership.

Mr. Ermer moved that **The Board of Directors of the National Oilheat Research Alliance Approves the Recommended 2008 Budget as submitted to the Board.**

The motion was duly seconded by Mr. Scuder and approved.

Mr. Huber explained that collections were still weak in the second quarter. Thus, the 2007 State Grant Allocations will continue to be suspended by 5% of the total amount to each state. The Finance committee will continue to discuss this matter in future meetings. If collections are able to support this expense then the monies will be available to the states.

IV. Research & Development

Mr. Rich Sweetser reported an update on nine research projects, appliance efficiency test, and presented the pilot program. The research projects are producing great results and all are on schedule. The appliance efficiency test, headed by Dr. Tom Butcher, is developing the input/output performance maps for integrated (heat and hot water) Hydronic residential systems. This project will demonstrate precise fuel saving by upgrading appliance in a home. The pilot program being developed for the appliance efficiency test will be portable furthermore; salespeople will be able to use this in the field.

Mr. Carini remarked on the establishment of the Liquid Fuel Research Center with NYSERDA. He stressed the importance of this project to the industry as a whole. This facility would be the first of its kind in the United States. He commented that the amount of information will be worth the investment. The facility would allow NORA to react more efficiently to resolving any issue that arises in the field.

Mr. Cavanaugh moved that we continue the progress of a partnership with NYSERDA. The motion was duly seconded by Mr. Jim Buhrmaster, and approved.

V. Consumer Education Report

Mr. Scuder reported that the internet continues to be an important part of our communications campaign. The Board budgeted \$900,000 for this project; however, based on the short collections, NORA has instructed the Agency to scale down the media buy to \$740,000.

On average, oilheatamerica.com receives 30,000 visitors to that site per month. The internet media plan will display NORA's advertising 100 million times over the coming years. NORA will also develop the data to determine which spots drive the most hits to our site. All this information will help develop new material.

NORA is currently working on new radio ads and hopes to make them available in the fall.

VI. Training & Educations

Mr. John Levey reported on current projects and new training material. The Silver Book is in the final stages to be disbursed to the manufactures for their evaluation and approval. The new Silver Book is expected to be in classrooms by Winter 2007-2008.

The Management 4 day Workshop is being condensed to reach different clientele. This course is still for owners and managers but the information is compressed into a one day session. The condensed version of the Workshop will be scheduled for next Spring in New England.

The Tank Seminars are still gaining momentum in the Industry with more classes scheduled up and down the east coast this summer. Mrs. Judy Garber from NOASHM has scheduled and sponsored over 15 classes.

Central New York has created a pilot program to teach the classroom section of the Silver Course online. The students would still be required to be present at the school for the labs section. This nontraditional approach to education will be valuable in rural states where students travel long distances.

Other projects reported included the Turn Key Project and New Jersey's outreach program. All projects are on schedule.

VII. Tank Program

NORA has developed a consistent, technically-defensible, and easily implemented process to remediate releases called the RBCA Guidance for Heating Oil Systems. Mr. Jim Rocco has finished the first draft for the Board to review. The guide shows a comprehensive approach for screening if a release has occurred and, where further action is warranted. This process will reduce expenses associated with corrective action.

Mr. Jim Townsend gave gratitude to everyone who has worked on our tank projects and is very content with the progress.

VIII. State Grant

National Oilheat Research Alliance from its inception has considered the state association to be one of the strongest forces in the Oilheat industry and the effective use of their resources will help advance the goals of NORA.

RESOLUTION G-1

The Washington Oil Marketers Association has submitted their 2007 Grant Application. This grant has been reviewed and was found to provide sufficient detail to meet the requirements of the law, that there is commitment to comply with the title in using the requested funds, that the grant has been made public and not received adverse comments, and will directly benefit the Oilheating industry.

Be it therefore resolved: That the NORA Board approved a grant to the Washington Oil Marketers Association for \$72,433.32. The sum of \$66,638.65 will be used for consumer education and the sum of \$5,794.67 will be used for education and training

RESOLUTION G-2

Michigan Petroleum Association has submitted their 2007 Grant Application. This grant has been reviewed and was found to provide sufficient detail to meet the requirements of the law, that there is commitment to comply with the title in using the requested funds, that the grant has been made public and not received adverse comments, and will directly benefit the Oilheating industry.

Be it therefore resolved: That the NORA Board approved a grant to the Washington Oil Marketers Association for \$138,890. The sum of \$46,639.30 will be used for consumer education and the sum of \$92,250.70 will be used for education and training. This sum includes an administrative fee within the Board specified amount.

IX. Mercury in Fuel

Mr. Huber described that Mercury in fuel is a point of interest for NORA. Three years ago the issue of mercury in fuel came up in Maine. And through the efforts of Brookhaven, and the Maine Oil Dealers Association it became apparent that the concerns with mercury in fuel oil were unwarranted. However, AP-42, EPA's official emissions document had fuel oil as a significant source of mercury. NORA filed a petition to change the emissions factors for heating oil. However, the EPA office in North Carolina was reorganized and the petition process has now changed. NYSERDA has hired NESCAUM to gather data on this subject, which hopefully will lead to a new emissions factor for mercury. If the study proves the mercury level in #2 fuel oil is lower than currently stated then that will be a positive event and take pressure off the industry.

X. Old Business

There was no old business.

XI. New Business

There was no new business.

XII. Adjournment

The meeting was adjourned.

Respectfully Submitted,

Leonard Lipton
Secretary