

Clean Fuels Alliance Foundation

Meeting Agenda

Monday, November 6, 2023

Marriott Washington at Metro Center
775 12th Street NW
Washington, DC 20005
2 :30 pm – 4 pm (Eastern)

Room: Salon E

1. Welcome and Introductions Mark Caspers

2. Foundation Operations Mark Caspers
 - a. Discuss and approve June 2023 Meeting Minutes Chris Hill
 - b. Present and approve Financial Report
 - c. Sign and return Conflict of Interest Checklist
 - d. Election of Directors for new terms

Name	Title	1 st Term Dates	2 nd Term	3 rd Term
Mark Caspers	Chair			2021-2023
Dave Walton	Vice-Chair			2021-2023
Todd Ellis	Treasurer			2021-2023
Colin Huwyler	Director		2022-2024	
Vacant			2022-2024	
Danielle Brannen	Secretary	2023-2025		
Chris Hill	Director	2023-2025		
Rob Shaffer	Director	2023-2025		

(Note: Terms begin October 1.)

Terms are set to expire for three directors. *The bylaws state:*

The Directors shall be able to commit to attending, either in person or via conference call, a minimum of three (3) meetings each year, be dedicated to the corporate purpose, and be committed to fundraising and generating donations.

The number of Directors of this corporation shall not be less than six (6) nor more than eleven (11).

Each Director of this corporation shall hold office for a term of three (3) years which coincides with the fiscal year, from October 1 through September 30, or until their replacement is duly elected and qualified if the number of Directors would otherwise fall below six (6). Director terms shall be staggered with a minimum of two (2) Directors elected every fiscal year so that a minimum of six (6) Directors are elected every three (3) years. Directors may serve unlimited successive terms.

3. Update on Current Activities
 - a. 13^h Annual IRFA Tour (August) Tom Verry/Paul Winters
 - b. Sustainability Workshop March 2024 Tom Verry
 - c. CA Congressional Tours (September) Tom Verry
 - d. DERA B100 grant update (DC DPW and DC Water)

4. New Business Mark Caspers
 - a. 2024 Conference Tom Verry
 - i. General Session, Silent Auction (need donations)
 - ii. Annual Newsletter (February distribution) Tom Verry to write letter.
 - b. 2023 Congressional Tours (New Orleans, Los Angeles, Connecticut)
 - c. Nominations for 2024 Beth Scholarship Committee that will choose a student to sponsor to attend the March 2024 Sustainability Workshop Kansas City, Kansas.
 - d. Website Move

5. Next Meeting – Monday, February 5, 2024, Fort Worth, Texas

6. Adjourn