

USGBC Central Texas-Balcones Chapter 2010

Standing Committees:

Executive Committee implements the policies and procedures established by the Board. It also assists the Chapter Chair in implementing the Chapter's day-to-day operations, including coordination of Board and committee activities, management of Chapter finances, coordination of member meetings and activities, and oversight of communications with committees and members.

Advisory Council consists of leaders and influencers in the green building industry in Central Texas. They serve as a think tank resource and advise the Board on strategic and sensitive/political issues, advocacy, marketing and fundraising activities. Members are invited by the Board to join the 15-member Council.

Advocacy Committee encourages local, state, and federal governments to adopt sustainable design and development through regulation, program incentives, and green projects. The committee also ensures the chapter is viewed as the authority on green building.

Communications Committee works with the executive director and the Board on media relations and membership communications. The committee provides support to all committees for their various activities and oversees the use of the Chapter's key messages. Work includes informing media sources about breakthroughs in green building, educating non-members about USGBC-CT-B initiatives and notifying existing members about Chapter activities such as meetings, workshops, and events. Its primary tools are the Chapter's website; e-newsletter and e-blasts, currently through Constant Contact; social media outlets, and partner associations.

Development Committee leads the recruitment and retention of sponsors and other sources of income for the Chapter, including business sponsors, government grants, and individual donations. The committee works with the Board and the Executive Director to develop and implement a fundraising and sponsorship plan in line with the Chapter's overall strategic plan. The Development Committee identifies potential sponsors and fundraising opportunities, maintains periodic communications with existing sponsors, and ensures the appropriate materials are available for pitching to potential partners. It is also responsible for ensuring that the sponsors are given the appropriate exposure commensurate with the value of their sponsorship.

Education Committee schedules and delivers LEED courses and workshops. Bringing a course together involves coordinating with the Development Committee to obtain cash and in-kind sponsorships, finding and securing the location and catering, and working with the National USGBC training coordinator and the CT-B Board on other arrangements. High demand courses are identified in conjunction with the Board, scheduled with assistance from National, and promoted by the Communications Committee. Guidelines are provided for setting registration prices and allowable expenses for trainings.

Emerging Green Builders Committee comprises emerging green professionals with five years or less working experience. The EGB committee has four main goals: advocacy and outreach, education, service and networking. The group hosts events at educational institutions for aspiring architectural, engineering, environmental or other professionals interested in green building. They also collaborate with the Green Schools Initiative.

Finance Committee provides an understanding of the budget in order to control and protect the monies belonging to the CT-B Chapter. The Board's Treasurer is the Finance Committee chair and he/she follows the fiscal policies established by the Chapter. The treasurer records financial transactions, presents financial reports at each Board meeting, and allows for audits on a regular basis to ensure fiscal responsibility.

Green Schools Committee teaches educational professionals, school boards and state education officials on how and why to build high performance schools. It also provides guidance to representatives involved in the Green Schools Caucus created in 2009 in the Texas legislature.

Membership Committee is responsible for membership development and retention. The Committee increases Chapter membership by actively recruiting new individual members. It creates and implements activities designed to ensure retention and renewal working with the Programs and Communications Committees. The Committee identifies and facilitates communication of member benefits. It also provides regular reports to the Board on status of membership, company and individual, committee members and, in collaboration with the Treasurer, income raised from membership dues.

Nominations Committee is appointed and chaired by a board member who contacts nominees prior to submitting their names to the Board and confirms their eligibility. The Board selects the names to be submitted to the voting membership and the Nominations Committee verifies the tally of the ballots, determines the newly elected board members, and communicates the results to the CT-B Chapter Officers.

Programs Committee develops and delivers programs and events designed to attract new participants, retain existing members and meet the diverse needs of the CT-B Chapter. The committee is responsible for creating a programs event schedule at the beginning of each year and distributing program announcements at least three weeks prior to each event. The schedule and announcements are posted on the website for membership viewing. The committee coordinates programs with the Membership Committee in order to expand Chapter membership.

Technology & Research Committee is focused on the research and development of a comprehensive resource/tool that will enable our regional community to design and build greater sustainability. The committee does this through an interactive and collaborative partnership that links knowledge of material properties, requirements of building systems and ecological ramifications of resource-use, together with a forum for ongoing information sharing to foster a design and construction ethic appropriate to the Central Texas region.

Ad-hoc Committees/Initiatives

Commercial Real Estate Initiative educates commercial brokers, commercial building owners, property managers, and tenants including investors, hoteliers and retailers, from the private sector on the demand and accelerated implementation of green building. The initiative's goal is not only to build demand and accelerate implementation of green building practices but also to encourage greater private sector involvement in USGBC's activities.

** All committees and initiatives have a Board liaison responsible for working with the chairs to guide them based on the Chapter's mission and goals, and to report activities and progress to the Board.*