The meeting of the Community Sustainability Program Committee was held in the Public Works Conference Room of City Hall on November 14, 2012. The following members were present: Garfield Duncan, Wendi Hartup, and Margret Norfleet Neff.

Absentee Committee Members – Peter Marsh, Bogdan Varlamov

Staff: James Mitchell, Martha Wheelock, Jenny Halsey, Davis Bourland, Rita Cruise

Resource Center Staff - Davis Bourland and Jenny Halsey

Visitor: Judy Kincaid Executive Director of Clean Energy Durham

**Administrative Items**

Garfield Duncan called the meeting to order at 5:46 pm.

Due to not having a quorum; the minutes were not approved at that time.

**Presentation – Pete Street program (Clean Energy Durham) by Judy Kincaid, ED**

Judy gave an in-depth description of her program, explaining the basic cost of 2 year licensing $2,000.00, which allows you to download manuals. They have added on cost for them coming in for training.

Wendi ask if they worked with the corporative extension programs, Judy said they are working with Sara from NC State who is in charge of the Corporative Extension programs.

**New Business**

CSPC Business items: Because of the lack of member they could not Have Committee Elections, or CSPC Meeting Schedule

**Future Reporting**

Because of lack of members they could not make any decisions on EECBG Projects. Or Greenhouse Gas Emissions Update.

An in-depth discussion on finding new members that will come to meeting. A concern if the board will approve them. James feels with the status of the board, the council will accept any person they recommend.

There being no further business, the meeting adjourned at 6:25