



AGENDA

Board of Directors

October 16, 2013, 11 a.m. Eastern Time

712-432-0460, 1090765

- I. Introductions
- II. Minutes
- III. Financials
  - a) August P/L and Balance Sheet
  - b) State Reports
  - c) Audit Status
- IV. Education and Training Update –  
Status of Gold Certification
- V. Research and Development Update
- VI. Legislative Update on NORA
- VII. Old Business
- VIII. New Business
- IX. Adjournment

# AGENDA

## Board of Directors

May 1<sup>st</sup>, 2013, 12 Noon. eastern

218-339-4300, 1090765

### I. Introductions

Ed Noonan	Dr. Thomas Butcher
Bob Boltz	Jack Woodfin
Scott Inman	Mark Petrunis
Charles Stafford	Carla Romita
DAVID NEILL	Tom Flaherty
Jeff Witham	Judy Delaney
Sam Bell	Eric Degesero
Nancy Allen	Roger Marran
Ralph Adams	Jeff Jenkins
Mike Neish	Sean Cota
Nancy Kister	Steve Clark
Allison Heaney	Will Lawes
Barry Knox	Jim Buhrmaster
Chris Keyser	

Mr. Huber called roll and announced that a quorum was met.

Mr. Ed Noonan, Chairman, called the meeting to order at 12:12 p.m. eastern standard time.

### II. Minutes

A motion made by Mr. Ralph Adams and duly seconded, and after discussion, the submitted minutes were approved by voice.

### III. Financials

#### a) Year end closing Information

Mr. John Maniscalco, Treasurer, presented the year end financials. Mr. Maniscalco noted that total expenses for the year were \$436,267 which were offset by \$22,961 in income for a total expenses of 413,306. NORA has cash and cash equivalents of \$2,610,217. The main liability is to the states for \$2148,082. Based on yearly cash flow and assets, NORA has approximately 1 year of activity left. A motion to accept this report was made by Ms. Allison Heaney and duly seconded. After discussion, the motion was adopted.

## b) Financing NORA in 2013 and 2014

The National Oilheat Research Alliance has worked during the past twelve years to facilitate the advance of its programs through the use of state associations. To that end, NORA has allocated significant funds to the states to cover their activities. However, as a result of those efforts, the central NORA office will not have sufficient funds to continue operations through 2014. This would mean the current research and other activities of the central office will not be available to the heating oil industry.

The Executive Committee has examined this issue and recommends that the Board allow the central office to utilize funds currently in state accounts to continue operations through 2014. The Executive Committee wants to ensure that this action does not disrupt or impair ongoing state activities. To ensure smooth operations at both the state and national level, the Executive Committee would like to ensure that states with remaining funds are provided sufficient resources to continue their operations through 2014.

To accomplish this the Executive Committee recommends that the formula that will be used ensures states have funds sufficient to carry out activities through 2014 based on their activities in 2010-2012 be adopted, and also ensure that no more than 50 percent of the funds be utilized by the central office. Additionally, to ensure sufficient funds and to make these changes as uniform as possible, states that would not be impacted are requested to provide 10 percent of their funds into this effort.

Further, the Executive Committee believes that this allocation of funds should be considered a temporary allocation, and that in future budgets, that these funds be restored to the states.

Now therefore be it resolved: That the central office of NORA be provided with funds from states according to the attached excel sheet.

Be it further resolved: That these reallocations should be considered temporary and that the funds should be restored to the states in future budgets.

Be it further resolved: That the Executive Committee may advance repayment to states on showing of need and a well-designed program, and other information

## IV. Education and Training Update

Mr. John Huber presented information on the education services at NORA including the certification program, the NORA store and continuing education credits. He indicated that in light of the finances, it was important that these programs become self-sustaining. He presented

an option to assess fees on new schools, people applying for certification, and trainers. During the discussion it was raised that this would have a negative impact on public primary schools. A motion to eliminate such schools from any fees was made by Mr. Ralph Adams, and duly seconded. After further discussion, this motion was approved. Additionally, during the discussion, NORA staff was directed to investigate raising funds from DEU classes.

V. Research and Development Update

Mr. John Huber reported on the research and development activities. He mainly focused on the biodiesel work that is ongoing and is a collaborative process with the national Biodiesel Board.

VI. Legislative Update on NORA

Mr. John Huber reported on behalf of NAORE, that legislative activity is heating up, and there is hope of enacting legislation in this congress.

VII. Old Business

NONE

VIII. New Business

NONE

IX. Adjournment

Mr. Barry Knox moved to adjourn. Mr. Darren Ledoux seconded the motion, and the meeting was adjourned at 1:24 pm EST.

National Oilheat Research Alliance  
Statement of Activities  
For the Eight Months Ending August 31, 2013

	YTD 2013
Projects and State Rebates:	
Research and Development	\$34,564.78
Education and Training	11,569.45
State Rebates	15,305.16
Consumer Education / Website	70.00
Total Grants and State Rebates	61,509.39
Operating Expenses:	
Salaries and Consultants	174,593.67
Employee Taxes	10,565.68
Retirement Plan	12,800.00
Rent and Telephone	12,506.46
Office Supplies	820.95
Equipment Maintenance	2,908.74
Insurance (D & O, L)	5,032.83
Dues, Memberships & Subscriptions	1,110.54
Public and Staff Travel	698.24
Meeting Expense	2,540.27
Bank Fees	1,837.75
Accounting Fees	54,580.96
Total Operating Expenses	279,996.09
Other (Income)/Expenses:	
Interest Income/Expense	(276.75)
Other Income	(852,678.16)
Depreciation and Amortization	210.38
Other Income	(48,362.44)
Other Expense	8,286.58
Total Other (Income)Expenses	(892,820.39)
TOTAL EXPENSES	(612,824.30)
TOTAL EXPENDITURES	(551,314.91)
INCREASE/(DECREASE) IN NET ASSETS	\$551,314.91

National Oilheat Research Alliance  
Statement of Financial Position  
August 31, 2013

2013

ASSETS

CURRENT ASSETS:

Cash and cash equivalents	\$2,057,246
Prepaid assets	8,096
Publications inventory	59,393
Reserve for Inventory Obsolescence	<u>(6,900)</u>
Total current assets	2,117,835

PROPERTY AND EQUIPMENT

Office equipment	8,449
Computer equipment	<u>7,944</u>
Less: accumulated depreciation	<u>(16,295)</u>
Total property and equipment	<u>98</u>

TOTAL ASSETS

\$2,117,933

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

State rebate obligations	1,190,133
Accrued expenses	<u>37,900</u>
Total Current Liabilities	1,228,033

NET ASSETS:

Net Assets	<u>889,900</u>
Total Net Assets	<u>889,900</u>

TOTAL LIABILITIES AND NET ASSETS

\$2,117,933

National Obituary Research Alliance  
For the State Months Ending August 31, 2013

	APPROVED	Disbursed in 2009	Disbursed in 2010	Disbursed in 2011	Disbursed in 2012	Disbursed in 2013	Remaining
<b>CONNECTICUT</b>							
E & T 10 Grant	\$188,385.69		\$188,385.69				
<b>TOTALS FOR CONNECTICUT</b>	<b>188,385.69</b>		<b>188,385.69</b>				
<b>DELAWARE</b>							
E & T 10 Grant	6,273.83		6,273.83				28,914.53
E & T 10 Grant	2,814.53						1,714.00
2010 - Unassigned	1,714.00						
<b>TOTALS FOR DELAWARE</b>	<b>10,792.36</b>		<b>6,273.83</b>				<b>31,528.53</b>
<b>FLORIDA</b>							
NEWS - Unassigned	11,474.16	7,407.45		7,706.50	4,081.79	541.71	15,799.74
NEWS - Unassigned	4,881.00						4,881.00
FLORIDA 10 Grant	14,292.00	6,743.76	6,743.76	1,014.04			
E & T 10 Grant	6,029.77	6,029.77					
<b>TOTALS FOR FLORIDA</b>	<b>46,719.45</b>	<b>19,281.55</b>	<b>13,357.25</b>	<b>8,720.54</b>	<b>4,081.79</b>	<b>541.71</b>	<b>15,457.25</b>
<b>KENTUCKY</b>							
CONG-ED 10 Grant	84,288.25	83,207.14	504.00	221.78	120.85		26,633.47
E & T 10 Grant	58,495.00	8,122.24	14,422.89	2,199.25	3,621.15		9,701.68
CONG-ED 10 Grant	9,701.68						14,552.52
E & T 10 Grant	14,552.52						
<b>TOTALS FOR KENTUCKY</b>	<b>167,037.45</b>	<b>91,519.28</b>	<b>15,427.33</b>	<b>2,421.01</b>	<b>3,742.00</b>		<b>53,887.67</b>
<b>MASSACHUSETTS</b>							
CONG-ED 10 Grant	881,900.87	657,801.13	274,059.74	11,083.43	30,091.00	844.50	47,159.07
E & T 10 Grant	81,088.00	165,719.14	15,877.66	120,531.25	7,746.00		3,366.00
E & T 10 Grant	151,126.30						
<b>TOTALS FOR MASSACHUSETTS</b>	<b>1,283,985.17</b>	<b>773,520.27</b>	<b>289,937.40</b>	<b>131,614.68</b>	<b>37,747.00</b>	<b>844.50</b>	<b>50,965.12</b>
<b>MARYLAND (METS)</b>							
FLORIDA 10 Grant	167,100.00	147,888.00	144,041.41	44,149.51			
E & T 10 Grant	11,500.00	70,000.00	6,000.00	6,911.94			
FLORIDA 10 Grant	42,000.00				11,189.87		
E & T 10 Grant	22,881.00			2,022.32	2,778.63	3,887.50	14,891.55
<b>TOTALS FOR MARYLAND</b>	<b>452,472.00</b>	<b>172,996.31</b>	<b>153,911.78</b>	<b>69,222.36</b>	<b>36,162.50</b>	<b>3,287.50</b>	<b>14,891.55</b>
<b>MAINE</b>							
CONG-ED 10 Grant	243,000.00	154,060.01	78,323.19				
E & T 10 Grant	207,977.77	201,703.68	18,211.00				
CONG-ED 10 Grant	56,235.00						1.58
E & T 10 Grant	74,537.00						
<b>TOTALS FOR MAINE</b>	<b>673,742.32</b>	<b>365,776.45</b>	<b>307,377.28</b>				<b>1.58</b>

National Obituary Research Alliance  
For the State Months Ending August 31, 2013

	APPROVED	Disbursed in 2009	Disbursed in 2010	Disbursed in 2011	Disbursed in 2012	Disbursed in 2013	Remaining
<b>MICHIGAN</b>							
FLORIDA 10 Grant	6,171,969.00		6,000,000.00	6,000,000.00	6,000,000.00	6,000,000.00	619,969.00
E & T 10 Grant	119,271.00		6,000.00	6,000.00	6,000.00	6,000.00	47,671.00
NEWS - Unassigned	16,118.00						16,118.00
<b>TOTALS FOR MICHIGAN</b>	<b>213,342.00</b>		<b>63,768.00</b>	<b>63,000.00</b>	<b>63,000.00</b>	<b>63,000.00</b>	<b>87,460.00</b>
<b>NORTH CAROLINA</b>							
CONG-ED 10 Grant	70,000.00		70,000.00				
E & T 10 Grant	10,469.27		10,469.27				
<b>TOTALS FOR NORTH CAROLINA</b>	<b>80,469.27</b>		<b>80,469.27</b>				
<b>NEW HAMPSHIRE</b>							
CONG-ED 10 Grant	17,538.02		17,538.02				
E & T 10 Grant	13,943.01		13,943.01				
<b>TOTALS FOR NEW HAMPSHIRE</b>	<b>31,481.03</b>		<b>31,481.03</b>				
<b>NEW JERSEY</b>							
CONG-ED 10 Grant	574,500.00	384,915.00	189,585.00				26,000.00
E & T 10 Grant	2,020.00		2,020.00				1,286.00
E & T 10 Grant	188,822.28		129,847.11	59,081.81			813.36
<b>TOTALS FOR NEW JERSEY</b>	<b>765,342.28</b>	<b>384,915.00</b>	<b>321,452.11</b>	<b>68,163.61</b>			<b>27,569.36</b>
<b>NEW MEXICO</b>							
E & T 10 Grant	3,573.83						3,573.83
CONG-ED 10 Grant	6,462.86						6,462.86
<b>TOTALS FOR NEW MEXICO</b>	<b>10,036.69</b>						<b>10,036.69</b>
<b>OHIO</b>							
CONG-ED 10 Grant	151,879.31	82,833.80	44,555.06	3,035.00	20,705.45		750.00
E & T 10 Grant	42,854.54						42,854.54
E & T 10 Grant	102,257.07	29,131.14	14,000.00				79,125.93
2010 - Unassigned	11,086.00						11,086.00
<b>TOTALS FOR OHIO</b>	<b>316,176.92</b>	<b>111,964.94</b>	<b>45,555.06</b>	<b>3,035.00</b>	<b>20,705.45</b>	<b>2,035.00</b>	<b>167,963.97</b>
<b>OREGON</b>							
E & T 10 Grant	2,391.00		391.86				2,000.00
CONG-ED 10 Grant	36,424.18	20,077.22	16,362.96				2,743.86
E & T 10 Grant	2,103.00		471.81				2,725.19
CONG-ED 10 Grant	760.00						(127.46)
<b>TOTALS FOR OREGON</b>	<b>43,678.18</b>	<b>20,469.08</b>	<b>20,469.17</b>				<b>(127.46)</b>

National Obituary Research Alliance  
For the State Months Ending August 31, 2013

	APPROVED	Disbursed in 2009	Disbursed in 2010	Disbursed in 2011	Disbursed in 2012	Disbursed in 2013	Remaining
<b>PENNSYLVANIA</b>							
CONG-ED 10 Grant	580,401.02	540,538.90	821,623.44	150,000.00	150,000.00		537,900.18
E & T 10 Grant	320,400.00	360,000.00	360,000.00	150,000.00	100,000.00		30,300.00
E & T 10 Grant	282,308.64						
<b>TOTALS FOR PENNSYLVANIA</b>	<b>1,183,110.66</b>	<b>470,538.90</b>	<b>488,243.44</b>	<b>300,000.00</b>	<b>250,000.00</b>		<b>79,200.18</b>
<b>RHODE ISLAND</b>							
CONG-ED 10 Grant	143,000.00	73,514.68	69,285.32				60,911.26
E & T 10 Grant	152,238.48	65,762.00	67,464.48				60,911.26
E & T 10 Grant	63,911.26	3,000.00					
<b>TOTALS FOR RHODE ISLAND</b>	<b>359,149.74</b>	<b>142,276.68</b>	<b>136,749.80</b>				<b>121,822.52</b>
<b>SOUTH CAROLINA</b>							
CONG-ED 10 Grant	40,813.91	40,813.91					
E & T 10 Grant	1,964.91	482.87	1,413.50				1,964.91
E & T 10 Grant	1,964.91		1,413.50				1,964.91
<b>TOTALS FOR SOUTH CAROLINA</b>	<b>43,743.73</b>	<b>41,296.68</b>	<b>2,827.00</b>				<b>3,929.82</b>
<b>VERGINIA</b>							
CONG-ED 10 Grant	238,203.00	134,468.88	88,881.51	8,188.88	8,818.88		36,805.54
E & T 10 Grant	30,651.02	17,175.21	15,371.67	8,787.76	8,678.34		18,737.53
2009 - Unassigned	370,842.00	65,762.00	62,500.00	45,251.11			150,869.81
2010 - Unassigned	63,855.00						63,855.00
<b>TOTALS FOR VIRGINIA</b>	<b>633,551.02</b>	<b>158,406.09</b>	<b>116,753.18</b>	<b>62,227.75</b>	<b>62,500.00</b>		<b>215,207.88</b>
<b>WEST VIRGINIA</b>							
E & T 10 Grant	1,532.21	1,532.21					
E & T 10 Grant	1,431.36						
CONG-ED 10 Grant	31,289.96			31,289.96			11,806.36
E & T 10 Grant	84,464.43	41,571.79	34,000.00	18,009.04			11,924.84
E & T 10 Grant	11,818.80						68,809.39
<b>TOTALS FOR WEST VIRGINIA</b>	<b>139,536.70</b>	<b>86,186.25</b>	<b>34,000.00</b>	<b>50,299.00</b>			<b>109,970.67</b>
<b>WASHINGTON</b>							
FLORIDA 10 Grant	1,001.41	508.44		499.17			4,491.96
NEWS - Unassigned	84,419.91	37,406.85	13,401.00	17,416.63			1,911.00
NEWS - Unassigned	1,911.00						
<b>TOTALS FOR WASHINGTON</b>	<b>86,332.32</b>	<b>37,915.29</b>	<b>13,801.00</b>	<b>17,915.80</b>			<b>5,402.96</b>
<b>WISCONSIN</b>							
CONG-ED 10 Grant	15,417.29				502.79		14,914.50
<b>TOTALS FOR WISCONSIN</b>	<b>15,417.29</b>				<b>502.79</b>		<b>14,914.50</b>

National Obituary Research Alliance  
For the State Months Ending August 31, 2013

	APPROVED	Disbursed in 2009	Disbursed in 2010	Disbursed in 2011	Disbursed in 2012	Disbursed in 2013	Remaining
<b>ESPANIA (NEW YORK)</b>							
E & T 10 Grant	855,136.56	516,136.56	119,600.00	119,600.00			69,800.00
CONG-ED 10 Grant	35,238.46		19,326.45	16,000.00			
E & T 10 Grant	19,111.46						19,111.46
FLORIDA 10 Grant	18,000.00	14,000.00					14,000.00
E & T 10 Grant	14,000.00	17,000.00					8,000.00
<b>TOTALS FOR ESPANIA</b>	<b>1,021,526.48</b>	<b>679,463.01</b>	<b>138,926.45</b>	<b>135,600.00</b>			<b>121,911.46</b>
<b>INDIANA</b>							
CONG-ED 10 Grant	526,048.00	13,101.00	281,189.47	88,013.22	116,547.53	23,435.49	3,761.49
E & T 10 Grant	180,888.00	42,032.00	41,809.89	16,127.81			
E & T 10 Grant	99,000.00		19,124.43	59,248.84	16,733.36		3,361.37
<b>TOTALS FOR INDIANA</b>	<b>725,948.00</b>	<b>55,133.00</b>	<b>322,992.36</b>	<b>123,295.86</b>	<b>172,789.37</b>	<b>40,168.85</b>	<b>7,662.86</b>
<b>EASTERN</b>							
E & T 10 Grant	90,112.00	70,112.00					20,000.00
E & T 10 Grant	47,471.00	9,200.76	40,000.00				1,000.44
CONG-ED 10 Grant	153,754.00	50,000.00	30,179.24	25,000.00			24,875.00
E & T 10 Grant	57,200.00						57,200.00
CONG-ED 10 Grant	20,000.00						20,000.00
E & T 10 Grant	6,600.00						6,600.00
<b>TOTALS FOR EASTERN</b>	<b>365,317.00</b>	<b>126,481.76</b>	<b>70,171.24</b>	<b>25,000.00</b>			<b>24,875.00</b>
<b>WESTERN</b>							
CONG-ED 10 Grant	285,918.04	205,918.04					
FLORIDA 10 Grant	14,000.00		1				

Advanced Venting – Under a project jointly funded by NORA and NYSERDA, BNL has been exploring low cost methods to vent high efficiency but non-condensing oil-fired appliances. Chimney venting of boilers and furnaces with efficiency levels in the 88 to 92% range can lead to chimney water problems. Stainless steel venting, either side wall or using chimney liners is expensive. The approach explored involves dilution with outside air to reduce vent temperatures low enough to use inexpensive plastic vent materials. One concept developed involves an eductor which allows the appliance to operate under negative pressure. Since the fan in this case is only handling outside air, corrosion potential is eliminated. Energy Kinetics has been a partner on this project and they are already using dilution venting on commercial products. This project has the potential to eliminate chimneys as an impediment to efficiency. Project report has been completed.

Polymer Heat Exchangers – Under a project jointly funded by NORA and NYSERDA, BNL has been developing low cost, thermally conductive polymer heat exchangers for the condensing section of oil-fired boilers. This low cost material eliminates corrosion concerns. To get high thermal conductivity, solid particle fillers are used in the polymer. A heat exchanger has been designed involving a coiled tube. The composite polymer has been extruded and shaped into the coil. Tests are underway now and the project report will be completed just after. This work has led to a followon project with a manufacturer to develop a polymer air heater for a steam boiler. This followon project is jointly funded by the manufacturer and NYSERDA. Another followon project has been proposed to DOE and is pending.

Biodiesel Blends Beyond B-5 – Work in this area is jointly sponsored by NORA, NBB, and NYSERDA. A key goal has been to find the technical limitations to using biodiesel blends over 5% and to develop technical documentation to expand biodiesel use. Work has included seal material compatibility, pump testing, yellow metal interactions, and combustion performance. Part of the technical documentation package includes capturing the great amount of field experience that exists in the U.S. No technical limit to biodiesel content with legacy systems has been identified in all testing. Seal materials have passed all tests to B-100. Only if the acidity of the biodiesel is artificially increased to very high levels are any effects on seals and yellow metals indicated.

Hydronic Controls – Under a joint NYSERDA/NORA project the energy savings potential of advanced boiler control concepts is being evaluated and this work extends even to retrofit concepts for tankless coil boilers. All major controls manufacturers are providing technical support to this work. These control products are seen as having strong retrofit potential for existing boilers.

Performance of Integrated Hydronic Heating Systems – this work was completed several years ago under joint NORA/NYSERDA sponsorship. The results of this study have received considerable attention in the past year. A new formal methodology for using this approach to evaluate the actual efficiency of boilers in the field and the energy savings potential of boiler replacement has been developed by a major energy services company and is being adopted under



NYSERDA home energy audit programs. This will lead to stronger justification for including boiler replacements in home energy efficiency programs.

Impact of ULS on Condensing Heat Exchanger Corrosion and Materials – Also a jointly funded project with NYSERDA, this work has focused on the implications that the transition to ULS will have on materials selection and cost for condensing appliances. Coupon and whole appliance tests have confirmed a dramatic reduction in corrosion rates and appliances designed for gas can be considered for use with ULS. However, with oil, the low flue gas water content and lower condensation rates still lead to somewhat higher corrosion rates than with gas. This is very dependent on operating conditions. Condensation rates can be higher and corrosion rates will be lower with furnaces just because of the low return air temperature.

Upgraded Pyrolysis Oil for Home Heating Applications – in a new project, sponsored by the U.S. Department of Energy, BNL and NORA are teaming up to evaluate the potential of a new biofuel being developed under a major initiative in the DOE Office of Energy Efficiency and Renewable Energy. There are many potential barriers to the future widespread use of this fuel and, under this program, these are being identified and solutions explored. BNL and NORA are working with several other national labs on this initiative.