

## **New Deal Café Board of Directors Meeting Minutes**

April 22, 2013  
Café back room

Meeting called to order at 6:25pm

### Attendance:

#### Board of Directors:

Michael Hartman – president  
Dorian Winterfeld – Secretary  
Bill Wilkerson - Treasurer  
Neil McConologue  
Lisa Voith

#### Audit Committee:

Mike Stark

#### Staff:

Terri Rutledge – General Manager  
Amethyst Dwyer – Bar Manager

#### Members:

Tom Moran  
Chris Logan  
Michael Smallwood  
Peter May

1. Approval of Agenda – unanimous.
2. Approval of meeting minutes from Mar 25, 2013 Board Meeting – unanimous
3. Members/Visitors: None

### Reports:

4. General Manager – (see attached)
5. Bar Manager (see attached)
6. Committees (see attached)
7. Audit Committee – none
  - Motion from Michael: Requests that Audit Committee submit reports Friday before meeting.  
Second, Neil; passes unanimously

### Old Business

8. Performance evaluations
  - Board will meeting on Mon. Apr 29 to discuss Performance Reviews.
  - Motion from Bill: Send Self-Evaluations to Audit Committee  
Second, Michael; passes unanimously

### New Business

9. FONDCA ownership of equipment (BW)
  - discussion of history of FONDCA ownership of sound equipment. Will discuss at May 6 FONDCA meeting.
12. Annual Membership Meeting (DW)
  - Dorian will send out notices and use 2012 agenda at a proposed agenda.
13. Energy Audit Report (NM)
  - Tom Moran of Helios Energy gives report a report on results of energy audit (see attached)

- Tom Moran will make proposal for work to increase energy efficiency of café

14. Personnel Policy - Bill suggests adding Performance Review process

Meeting Adjourned 8:45pm  
Dorian Winterfeld, secretary

## **Bar Manager's Report**

Barbara Glick has had three trainings and is well on her way to becoming a fine volunteer bartender. She lives in Columbia, but is excited about spending more time in Greenbelt and at The New Deal Cafe.

Our newest beer, Rise Up Stout, continues to sell well.

Our regular house red, Reinares Tempranillo, is now in stock.

The kegerator appears to have a few issues regarding moisture production (excessive amounts of water end up on the bottom of the kegerator) and temperature regulation (it occasionally "ices up"; this happens without the temperature gauge being touched). I have reported this to the General Manager and have recommended regular professional maintenance.

## **Music Coordinator's Report**

This last month's music included: two blues favorites, Hard Swimmin' Fish and The Unruly Blues Band; a great S.A.W. Open Mic; our regular New Old Jamboree (hosted by Ruthie and the Wranglers); a successful community sing-a-long; folk singer/songwriters; jazz and bluegrass with Cooking With Gas (unfortunately, it was lightly attended); a first time appearance by the multiple WAMMIE-nominated, classic honky tonk group, Karen Collins and the Backroads Band; from Portland, Oregon, the high energy Gypsy Jazz/Klezmer band, The Underscore Orkestra; the all-women, multiple genre group, Gina DeSimone and the Moaners; and a special tribute concert to Steve Miller, a long time cafe performer, who passed away earlier in the year.

# Energy Audit Report

April 16, 2013

by

Helios Home Energy  
tmoran@helios-home-energy.com  
Greenbelt, Md

For

New Deal Cafe  
Crescent Rd.  
Greenbelt, Md

Client interview: Manager states heating bills are relatively high, front door lets in drafts, the bathroom area is cold, the back room is hot in the afternoon sunlight, much hot water is used for heating.

Structure: 1-story brick commercial building, flat roof, large windows and basement

Specifics: Area: 3000 sq ft  
Volume: 45,000 cu ft  
Rooms: Front, back, kitchen, three bathrooms, hot water heater closet,

## Preliminary Inspection Results

General condition: Good, but poorly insulated – fairly tight, no obvious large envelope holes, new, kitchen, plumbing tight, ceiling/wall lacks insulation

Appliances: Fairly new water heater, older model refrigerators

Heating: Electric air-sourced Mitsubishi heat pump and electric forced air. Heat pump new and efficient, electric furnace is not.

Cooling: Electric air-sourced split heat pump and rooftop Goodman AC unit. Heat pumps are new and efficient. Goodman AC unit needs coil cleaning. Cold line insulation is bad.

Envelope: Fairly tight except for door weather-stripping

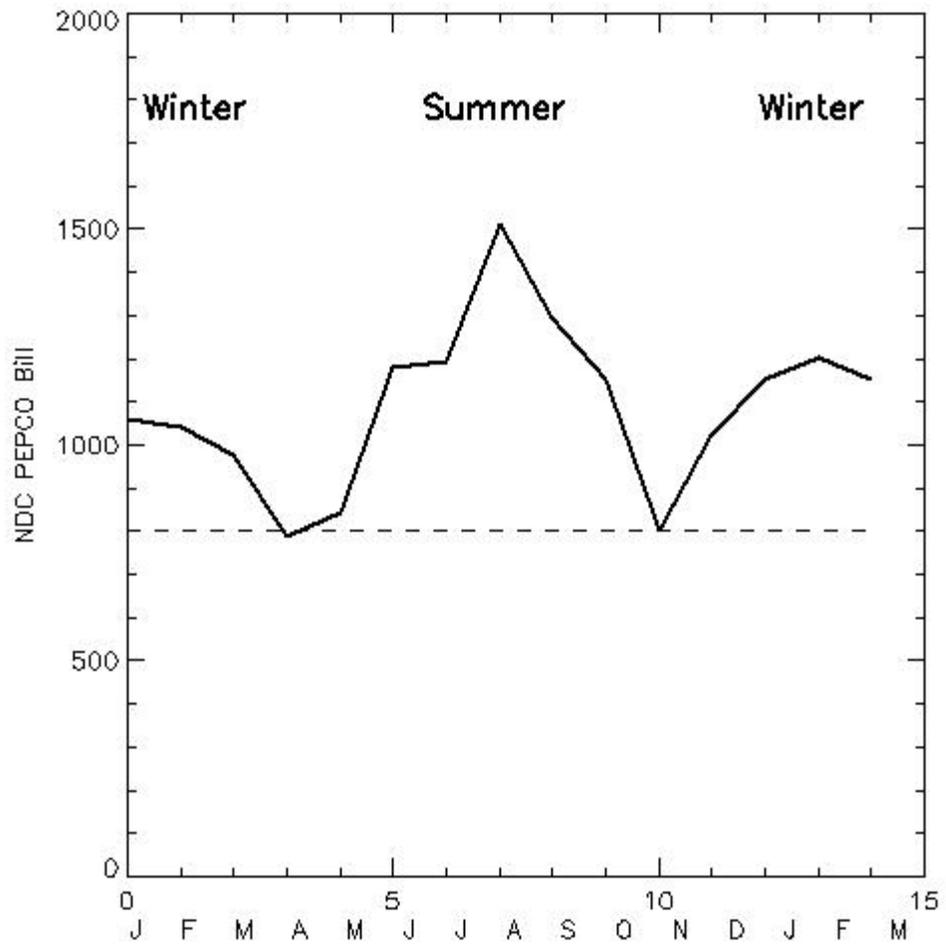
Thermal issues: There are many instances of heat leakage including hot water heater pipes, shell on shorter water heater, room with ice maker, food warmer next to refrigerators, black heat absorbing rubber roof, and no insulation on upper or lower ceilings.

## Blower Door Test

CFM50 = 4,300

This implies 0.38 air changes per hour natural convection, compared with minimum required level of 0.35 air changes per hour. So, the air infiltration is acceptable.

Significant duct leakage. Money could be saved by sealing ducts. We estimate 20 % of heating and cooling energy is wasted. Some holes in walls and ceiling could be filled.



## PEPCO Bill Analysis

Baseline expenses = \$ 800/month  
\$ 9,600/year

Heating expenses 2012 = \$ 850  
Cooling expenses 2012 = \$ 2,370  
Heating expenses 2013 = \$ 1,550

Average heating expense = \$1,200  
Increase in Heating expenses from 2012 to 2013 = \$ 700

Heating and cooling expenses = \$ 3,550/year

Monthly baseline expense breakdown estimate:

\$ 100 – Lights  
\$ 400 – Refrigerators/ice maker/food warmer/hood  
\$ 300 – Hot water

## Conclusions and Recommendations

This dominant energy expense for the restaurant is the monthly baseline cost. Several places to reduce this baseline were identified. In addition, ways to save money on heating and cooling were also found. The following is a list of measures and estimated rough cost benefits if each listed were implemented alone. Rebates of 10% to 50% exist for some of the procedures.

Cost Saving Measure	Estimated Cost	Estimated Cost Benefit
1. Insulate hot water heater pipes and wrap two heaters	\$130-\$160	\$ 1000/year
2. Weatherstrip doors	\$70-\$100	\$ 100/year
3. Insulate bare duct areas	\$70-\$120	\$ 100/year
4. Repair upper west wall insulation	\$70-\$200	\$100/year
5. Clean Goodman AC unit coils and replace cold line insulation	\$100-\$200	\$ 150/year
6. Ventilate ice maker room	\$100-\$200	\$ 200/year
7. Aeroseal ducts	\$1,500-\$2,000	\$ 500/year
8. Paint roof white	\$1,000-\$1,500	\$ 500/year
9. Repair holes in ceiling and east wall	\$100-\$250	\$ 100/year
10. Install honeycomb steel insulation panels on sides of food warmer	\$250-\$300	\$ 100/year
11. Insulate drop ceiling tiles	\$2,000-\$5,000	\$ 1,300/year

12. Replace hot water heaters w/heat pump water heaters	\$4,000-\$5,000	\$ 1,000/year
13. Spray foam insulation upper ceiling	\$10,000-\$15,000	\$ 1,400/year
14. Install solar hot water heater system	\$5,000-\$10,000	\$ 2,500/year
15. Install solar electric panels	\$5,000-\$15,000	\$ 2,500/year
16. Install foyer at front door	\$2,000-\$3,000	\$ 300/year

The measures 1-5 and 8 are low cost and should be done as soon as possible. The measures 6, 7, 9-14 are higher cost and can be done when practical. We can perform measures 1, 3-5, 7, 9-14 and act as an agent/general contractor to have measures 2., 6, and 9-13 installed. You can solicit bids for the work. Work should be performed to professional standards to achieve optimum energy savings.

We can perform measures 1, 3-5 and 7 at our cost, to be reimbursed from the difference between future bill amounts and past year bill amount for a given month. We could do it for \$40/hour labor plus material cost.

Thomas G. Moran  
 Building Performance Analyst (BPI)  
 Solar Physicist (CUA and NASA/GSFC)

