



**American Society of Heating, Refrigerating and Air Conditioning Engineers, Inc.**

**January 11, 2018 BOG MEETING MINUTES**

**Location:** Courtyard Marriot, Cromwell

**Meeting Time:** 4:45 PM

**CALL TO ORDER:** 4:55PM

**ROLL CALL**

<u>PRESIDING OFFICER</u>	Present	<u>COMMITTEE CHAIRS (Committee Members)</u>
President, and BOG: <b>Derek Bride</b>	X	<b>Chapter Technology Transfer: Hank Cullinane</b>
President Elect and BOG: <b>Hank Cullinane</b>	X	<b>Membership Promotion: Jason Urso</b>
Treasurer and BOG: <b>Jason Urso</b>	X	<b>Publications / eNewsletter: Nichole Petersen</b>
Secretary and BOG: <b>Eric Fontaine</b>		<b>Historian: Richard Melo</b>
BOG (Past President): <b>Brandon Bradley</b>		<b>Student Activities: Ashley Keller</b>
Board of Governor: <b>Mike Davis</b>	X	<b>Student Advisor UHa: Prof C. C. Yavuzturk (Cy)</b>
Board of Governor: <b>Nichole Petersen</b>	X	<b>Student Advisor UNH:</b>
Board of Governor: <b>Blair Richardson</b>		<b>YEA Chair: Blair Richardson</b>
Board of Governor: <b>Ashley Keller</b>	X	<b>Reception/Attendance: Mike Davis, Nichole Petersen</b>
Board of Governor: <b>Jason Bessette</b>	X	<b>Refrigeration: Daniel Cowan</b>
Board of Governor: <b>Tony Cammilleri</b>		<b>Research Promotion: Brandon Bradley</b>
Board of Governor: <b>Evan Cohen</b>	X	<b>Special Events / Golf Outing: Brandon Bradley</b>
Board of Governor: <b>Bill Dunn</b>	X	<b>Electronic Communication / Webmaster: Mike Davis (Hank Cullinane, Nichole Petersen)</b>
		<b>Nominating: Bill Dunn</b>
		<b>Finance Committee: Hank Cullinane</b>
Quorum: 7 BOG members		<b>Auditing Committee:</b>
		<b>Honors and Awards: Bill Dunn</b>
<b>Guests:</b>		<b>Publicity Committee: Nichole Petersen</b>
		<b>Program Committee, Code &amp; Utilities: David Bebrin</b>
		<b>Grass Roots Gov't Committee: Hank Cullinane</b>
		<b>Sustainability Committee: Eric Fontaine</b>
		<b>CRC Delegate: Derek Bride</b>
		<b>CRC Alternate: Hank Cullinane</b>
		<b>Open Chair Positions:</b>
		<b>Auditing Committee Chair</b>
		<b>Student Advisor UNH</b>

## **OFFICER REPORTS:**

### **PRESIDENT'S REPORT –Derek Bride**

- No update

### **SECRETARY'S REPORT - Eric Fontaine**

- Motion to approve December meeting minutes made by Nichole Petersen. Seconded by Jason Urso. Motion passed.

### **TREASURER'S REPORT - Jason Urso**

- Jason Urso distributed copies of the Treasurer's report. Discussion ensued. It was pointed out that a couple of items are incorrect and need to be revised, such as Wine Raffle Tickets income. Jason Urso will fix those items, and it was decided to table a vote to approve the Treasurer's report until next month.

## **COMMITTEE REPORTS:**

### **Reception – Nichole Petersen**

- Nichole Petersen reported that 58 people have registered for tonight's meeting. She needs to meet with Hank Cullinane regarding the April meeting, which is to be held in Hamden, CT, in order to cancel the April meeting at the Courtyard hotel in Cromwell.

### **Newsletter – Nichole Petersen**

- Nichole Petersen reminded everyone the deadline for the February newsletter is Friday, January 26.

### **Sponsorship Committee – Mike Davis, Nichole Petersen**

- Mike Davis reported the current levels of sponsorship, which are less than projected. Discussion ensued.

### **Chapter Webmaster - Mike Davis**

- No update

### **Chapter Technology Transfer Committee (CTTC) – Hank Cullinane Program Committee – Hank Cullinane**

- Hank Cullinane reported that the joint meeting in April with ASPE will be held at Eli's restaurant in Hamden, CT. Discussion ensued regarding the best method for selling tickets. Mike Davis, Hank Cullinane and Nichole Petersen will coordinate with ASPE, which is handling the menu and restaurant logistics.
- A speaker for the Tech Session for March has yet to be confirmed. Hank Cullinane is working on it.
- Joe Furman will be doing/sponsoring a presentation in the upcoming months, and CEU credits will be available.
- The topic was raised again regarding the possibility of eliminating the monthly Tech Session. Discussion ensued. Derek Bride will research the issue, and determine

whether the Chapter is required to hold a Tech Session each month.

#### **Membership Promotion Committee - Jason Urso**

- Jason Urso reported that the Chapter currently has 519 members, down from the previous 532 members.
- He will announce at the dinner meeting the names of four new members.
- Jason Bessette and Evan Cohen have been assisting Jason Urso to contact delinquent members, and encourage them not to let their memberships expire.
- Jason Urso reported that April 1, 2018, is the cutoff date for the “Membership Battle” contest.

#### **YEA (Young Engineers in ASHRAE) - Blair Richardson**

- Blair Richardson not present. Derek Bride offered to mention during the dinner meeting the Go Cart event scheduled for January 18, 2018. Hank Cullinane reported that he will not defend his title this year.

#### **Student Activities Committee - Ashley Keller**

- Ashley Keller reported that the Chapter is not sending anyone to the AHR Expo in Chicago this year.
- Bill Dunn reported that he is scheduled to make a presentation for a mechanical engineering class at Central Connecticut State University later this month, and will discuss with the professor, Douglas Rode, the possibility of forming a student chapter.

#### **Historian – Rich Melo**

- No update

#### **Sustainability Committee - Eric Fontaine**

- No update

#### **Research Promotion – Brandon Bradley**

- No Update

#### **Grassroots Governance Advocacy Committee (GGAC) – Hank Cullinane**

- No update

#### **Honors and Award – Bill Dunn**

- Bill Dunn reported that he will be submitting additional names to Society HQ for the Chapter Service Award, possibly including past presidents Sean Bronson, Paul Marques, and/or Bill Dunn.

#### **Golf Outing – Brandon Bradley**

- No update

### **Refrigeration – Dan Cowan**

- No update

### **Old Business**

- None

### **New Business**

- Derek Bride mentioned that he needs to firm up the speaker on the topic of Case Law for a future meeting this season.
- Nichole Petersen reported that she will not be attending the YEA Leadership Weekend, scheduled to be held in March in Seattle, because she will not be on the Board of Governors next year. She will follow up with Blair Richardson to see if someone might be able to go.
- Derek Bride reported that he has been investigating the possibility of purchasing ASHRAE logo golf shirts for the members of the Board of Governors. The approximate cost is \$45 each. Discussion ensued. Derek Bride also mentioned that he investigated small ASHRAE logo gifts, such as flashlights and pen & pencil sets, that we could give to guest speakers. Jason Urso will order a small quantity of pen & pencil sets to give as gifts for the remainder of this season.

### **Action Items**

- None

### **Podium Time/ Announcements**

- Jason Urso - Membership

### **ADJOURNMENT**

- Jason Urso motioned that the meeting be adjourned. Hank Cullinane seconded the motion. Motion passed. Meeting adjourned at 5:32 pm.