



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

**November 8<sup>th</sup>, 2018 BOG MEETING MINUTES**

Location: Conference Call

Meeting Time: 12:00 PM

CALL TO ORDER: 12:00 PM

**ROLL CALL**

<u>PRESIDING OFFICER</u>	Present	<u>COMMITTEE CHAIRS (Committee Members)</u>
President, and BOG: <b>Hank Cullinane</b>	X	<b>Technology Transfer: Jason Urso</b>
President Elect and BOG: <b>Jason Urso</b>	X	<b>Membership Promotion: Tom Ruggiero</b>
Treasurer and BOG: <b>Eric Fontaine</b>	X	<b>Newsletter: Blair Richardson</b>
Secretary and BOG: <b>Michael Davis</b>	X	<b>Historian: *OPEN*</b>
BOG (Past President): <b>Derek Bride</b>		<b>Student Activities: Ashley Keller</b>
Board of Governor: <b>Jason Bessette</b>	X	<b>Student Advisor UHa Prof C. C. Yavuzturk (Cy)</b>
Board of Governor: <b>Ashley Keller</b>	X	<b>Student Advisor UNH Dan Cowan</b>
Board of Governor: <b>Tom Ruggiero</b>	X	<b>YEA Chair: Kevin Wixom (Evan Benoit)</b>
Board of Governor: <b>Bill Dunn</b>	X	<b>Reception/Attendance: Kevin Wixom</b>
Board of Governor: <b>Kevin Wixom</b>		<b>Refrigeration: Daniel Cowan</b>
Board of Governor: <b>Tony Cammilleri</b>		<b>Research Promotion: Derek Bride</b>
Board of Governor: <b>Evan Cohen</b>	X	<b>Golf Outing: Brandon Bradley</b>
Board of Governor: <b>Dan Cowan</b>		<b>ECC/Webmaster: Michael Davis</b>
		<b>Nominating: Bill Dunn</b>
		<b>Finance Committee: Eric Fontaine</b>
Quorum: 7 BOG members		X <b>Sponsorship Committee: Scott Teller</b>
		<b>Auditing Committee: *OPEN*</b>
		<b>Regional Conference: Derek Bride (Delegate), Hank Cullinane (Alternate)</b>
		<b>Honors and Awards: Bill Dunn</b>
	X	<b>Publicity Committee: Blair Richardson</b>
		<b>Grass Roots Gov't Committee: Hank Cullinane</b>
		<b>Sustainability Committee: Eric Fontaine</b>
		Guests:
		<b>Open Chair Positions:</b>
		<b>Auditing Committee Chair –</b>
		<b>Sponsorship Committee</b>



### **Reception – Kevin Wixom**

- Attendance Count – 46 registered, 33 members, 13 guests
- Credit cards at door
- Changed February meeting to 2/7 from 2/14

### **YEA (Young Engineers in ASHRAE) – Kevin Wixom**

- YEA has will be having a financial management and brew tour at Hog River on November 29th
- Evan went to YLW in ME 11/1-11/4. Evan B will send out a synopsis of his visit.
- I have picked my flights for YLW 2.0 – February 7<sup>th</sup> ish – 10 – will miss February meeting

### **PRESIDENT’S REPORT – Hank Cullinane**

#### **Chapter Operations PAOE Par: 1200 Min Points: 600 Total Points: 1070**

- PAOE points have been added to each committee heading on the agenda/minutes

### **SECRETARY’S REPORT, Michael Davis**

- Review/Approve October BOG meeting minutes – Urso made motion to approve, Bill Dunn seconded. Unanimously approved

### **TREASURER’S REPORT, Eric Fontaine**

- Confirm \$2,500 check has been cut to RP for 2018 golf tee sponsorships
- Review reports
- Derek Bride is looking into Belimo’s checks for RP. They are in Bi-State’s chapter so we may not have grounds to claim credit
- Eric is going to reconcile quickbooks – bank account shows \$320 higher balance than what is in Quickbooks
- Showing a large loss in Meeting meals from the steak/lobster dinner (nearly all)
- Jason Urso makes motion to approve treasurer’s report, seconded by Bill Dunn, unanimously approved

### **COMMITTEE REPORTS:**

#### **Chapter Technology Transfer Committee (CTTC) –Jason Urso**

#### **Program Committee – Derek Bride**

#### **PAOE Par: 1050 Min Points: 550 Total Points: 250**

- January meeting - not set, may need assistance to help find a speaker. Matt Mullen thought he had some speakers for January. Someone from Eversource coming to talk about energy incentives that are available. Jason has a colleague who can present about Living Buildings.
- Need speaker volunteers for the March meeting – panel discussion DX vs. chilled water. Looking for 2-3 people on each side. If Jason can’t get enough panel speakers he may try to get another DL speaker. We may need to budget more money to pay for hotel.
  - Jeff Bates may be a good person for the panel.
  - Jason Bessette confirms Emerson Swan is available for March.
  - Eric Fontaine will ask for engineer’s input, as will Ashley Keller
- There are points we can get for refrigeration type stuff – hoping Dan Cowan can help. Hank will send



the refrigeration requirements and send them to Dan.

- Scott Teller doing water treatment and cooling towers in December
- Rest of schedule is pretty well set. DL for May, Price for April

#### **Newsletter – Blair Richardson**

- Blair is harassing everyone – if there is something new that needs to go in the newsletter it needs to get in there
- We will revisit sending out a pdf newsletter at later dates

#### **Sponsorship Committee – Scott Teller**

- Website page updates
- Per receptionist: needs to print out the monthly sponsorship displays for the ASHRAE meetings. I did it this month but moving forward it is sponsorships responsibility.
- Asking for extra help at this point – needs to get up to speed with Mike Davis and looking for other people to help with sponsorship. There's a lot to it and Scott is drowning a little bit

#### **Chapter Webmaster – Michael Davis**

**PAOE Par: 600 Min Points: 250 Total Points: 50**

- Sent PAOE points to Hank to be updated
- Starchapter is reaching out to ASHRAE IT directly to fix issue of ASHRAE members from other areas going into our database

#### **Membership Promotion Committee – Tom Ruggiero**

**PAOE Par: 800 Min Points: 500 Total Points: 525**

- Down 5 overall for the month of October
- Needs someone to print member battle thing – Mike Davis will print 20 copies

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

**PAOE Par: 500 Min Points: 300 Total Points: 50**

- Sponsorship application is on website and on newsletter. Needs to confirm with UHart and other groups

#### **Historian – Hank Cullinane**

**PAOE Par: 300 Min Points: 100 Total Points: 170**

- Blair has been borrowing write-ups from ASHRAE national
- Hank to send info from a cool historical product he came across

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

- No update



**Research Promotion – Derek Bride**

**PAOE Par: 1050 Min Points: 800 Total Points: 0**

- No update

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

**PAOE Par: 650 Min Points: 500 Total Points: 950**

- Hank will put together new contact list and send out to board since many changes after election

**Honors and Award – Bill Dunn**

- No update from Bill
- Hank is going to nominate Fred Wajcs for an award

**Golf Outing – Brandon Bradley, Adding Derek Bride to co-chair**

- No update

**Refrigeration – Dan Cowan**

- No update

## **Old Business**

- HVAC Design training in Hartford
  - We got official fliers in email – Eric will forward this on
  - MOD to put it on website
  - Eric suggested holding this at Convention Center again
  - Try to find YEA volunteer to get free training
- Still need to figure out why there was an issue with the debit transaction limit. No issue last month running a charge over \$1,000. We will hold off on doing anything unless it happens again.

## **New Business**

- Blair is doing Leadership U at Winter Conference. Blair is going to winter conference. Talked to Kevin about getting a couple YEA members present. Kevin only has a \$2k budget – will need to figure out how to pay for this.

## **Action Items**

- None

## **Podium Time/ Announcements**

**ADJOURNMENT: 1:04 PM** Moved by Evan Cohen, Seconded by Jason Bessette