



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

October 11th, 2018 BOG MEETING MINUTES

Location: Courtyard Marriot
Cromwell, CT

Meeting Time: 5:00 PM

CALL TO ORDER: 5:07 PM

ROLL CALL

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



Reception – Kevin Wixom

- Attendance Count
 - 47 total, 40 member, 7 members

YEA (Young Engineers in ASHRAE) – Kevin Wixom

- Hog River Brewery in Hartford – Nov 15th
- Financial Manager giving presentation

PRESIDENT’S REPORT – Hank Cullinane

- No update

SECRETARY’S REPORT, Michael Davis

- Review/Approve September BOG meeting minutes
- Fontaine Moved to approve, Tom Second, Unanimous approval

TREASURER’S REPORT, Eric Fontaine

- Balance sheet, income statement, budget approved. Planning deficit for 2018-2019
- Need to get into planning for CRC, continue discussions
- Bride moved, Bessette seconded treasurer’s report. Passes unanimously, one (urso) abstention
- Debit card limit – currently \$1,000. Marriott had to run it seven times to pay for September meeting. Eric Fontaine to look into this more from bank and will report back next month.
- Budget: Showing \$65k income, \$73k in expenses
 - Going to change Golf tournament to \$2k profit, \$20,000 revenue
 - Voted as amended above, Tom R moved, Jason U seconded
- Eric to cut check of \$2,500 to RP based on revenue of tee sponsors from last year (2018) golf tournament

COMMITTEE REPORTS:

Chapter Technology Transfer Committee (CTTC) –Jason Urso

Program Committee – Derek Bride

- Belimo tour - November
 - Bar sponsor
 - Advertising
 - They have presentations that are PDH approved that we can use for a tech session. Setting tech session for 4-5, 5-5:45 social, 5:45 – 6:30 dinner, 6:30 – 7:45 dinner
 - Board meeting via phone that day – set up by Eric Fontaine
 - Follow up with Scott Teller for bar sponsorship
- Per Dan Cowan, Matt Mullen said EPA from DC will find an Energy Star for January
- February is all set via Jason Bessette



- March – Panel discussion chilled water vs DX. Cary Mandeville is doing chilled water, Jason Bessette volunteered someone from Emerson Swan, Mitsubishi and Aercon for DX

Newsletter – Blair Richardson

- Blair got nothing for Newsletter updates – Hank’s was a few days late
- Blair will send a reminder 2 weeks ahead of time
- Urso suggested calendar invite
- Houston reached out saying they heard we had best one in Northeast

Sponsorship Committee – Scott Teller

- Not present

Chapter Webmaster – Michael Davis

- Jason Urso emails – IT is looking into this

Membership Promotion Committee – Tom Ruggiero

- Multiple chapter membership – Doug Rothmann – Hank to tell Doug you can only have one home membership
- We will allow for all members (our chapter or otherwise) to pay member price but won’t advertise this
- PAOE points – National is supporting retention – Tom is looking for retention chair
 - Webmaster to add this to website

Student Activities Committee - Ashley Keller

- Met with Uhart 10-09-18 to promote ASHRAE, spoke with advisor, Cy Yavuzturk about what the students will be needing for support
- Pending Budget approval plan to release the conference sponsorship application and membership scholarship application by Nov. 1.
 - Conference sponsorship will include verbiage stating requirement for entry into monthly newsletter (February or March Newsletter)
- Pending Budget approval, plan to promote scholarships for this year on Student Activities webpage. Application to be available in February
 - Email notification will be sent to all chapter members through starchapter when it is available
- Student Night – as of 10-09 not expecting students to attend October meeting. Would like to reschedule student night to February and April

Historian – Position Open

- Rich Melo no longer chair person
- As of now, Hank is historian, Rich is on committee



- Webmaster to add Hank to email forwarder
- Add Blair to committee – Webmaster to update website

Sustainability Committee - Eric Fontaine

- No update

Research Promotion – Derek Bride

- Went from \$14k up to \$15.5k – Derek to confirm for next month's meeting
- Full circle is due 11/15
 - Hank will start an email with requirements for this - \$100
- Full circle + - whole board donates

Grassroots Governance Advocacy Committee (GGAC) – Hank Cullinane

- No update

Honors and Award – Bill Dunn

- No update

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

- Adding Derek to co-chair via website and email

Refrigeration – Dan Cowan

- No update

Old Business

- CT ASHRAE LinkedIn page – I'm going to review this with Jason Bessette
- Newsletter archive – Blair to start this process via button
- Newsletter pdf in lieu of email format? – Agree to stick with email format
- Credit cards at door – Webmaster will add this to reception plan for next month
- Full circle - Covered
- Sponsorship page updates – Scott not here – continue to next month

New Business

- February meeting on Valentine's Day – Receptionist needs to confirm change to 2/7. Jason Urso will confirm with Presenter (Bessette, who happens to be present and acknowledges change)
- Hartford HVAC Design Training – March 11-15, 2019
 - Blair to add to newsletter
 - Volunteers get to attend for free – paid for by national
 - Fontaine going to interface with National, share with board, put in newsletter as well



- Add PAOE current/goal for each committee

Action Items

- None

Podium Time/ Announcements

- Tom to remind people about membership battle

ADJOURNMENT: _6:08__ PM