



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

September 14, 2017 BOG MEETING MINUTES

Location: Courtyard Marriot, Cromwell

Meeting Time: 4:45 PM

CALL TO ORDER 4:46 PM

ROLL CALL

<u>PRESIDING OFFICER</u>	Present	<u>COMMITTEE CHAIRS (Committee Members)</u>
President, and BOG: <b>Derek Bride</b>	X	Technology Transfer: <b>Hank Cullinace</b>
President Elect and BOG: <b>Hank Cullinane</b>	X	Membership Promotion: <b>Jason Urso</b>
Treasurer and BOG: <b>Jason Urso</b>		Newsletter: <b>Nichole Petersen</b>
Secretary and BOG: <b>Eric Fontaine</b>		Historian: <b>Richard Melo</b>
BOG (Past President): <b>Brandon Bradley</b>		Student Activities: <b>Ashley Keller</b>
Board of Governor: <b>Mike Davis</b>		Student Advisor UHa <b>Prof C. C. Yavuzturk (Cy)</b>
Board of Governor: <b>Nichole Petersen</b>	X	Student Advisor UNH
Board of Governor: <b>Blair Richardson</b>		YEA Chair: <b>Blair Richardson</b>
Board of Governor: <b>Ashley Keller</b>	X	Reception: <b>Mike Davis</b>
Board of Governor: <b>Jason Bessette</b>	X	X Refrigeration: <b>Daniel Cowan</b>
Board of Governor: <b>Tony Cammilleri</b>	X	Research Promotion: <b>Brandon Bradley</b>
Board of Governor: <b>Evan Cohen</b>	X	Golf Outing: <b>Brandon Bradley</b>
Board of Governor: <b>Bill Dunn</b>	X	Website: <b>Mike Davis (Hank Cullinane, Nichole Petersen)</b>
		Nominating: <b>Bill Dunn</b>
		Finance Committee: <b>Hank Cullinane</b>
Quorum: 7 BOG members		Sponsorship Committee: <b>Mike Davis, Nichole Petersen</b>
		Auditing Committee:
		Technical Committee:
		Honors and Awards: <b>Stillman Jordan</b>
		Publicity Committee:
		Program & ASPE Liaison: <b>Anthony Carosielli</b>
		Program Committee:
		Program Committee, Code & Utilities: <b>David Bebrin</b>
		Grass Roots Gov't Committee: <b>Hank Cullinane (Ron Beliveau, Fred Wajcs, Ashley Keller)</b>
		Sustainability Committee: <b>Eric Fontaine</b>
		Guests:
		Open Chair Positions:
		Auditing Committee Chair –
		Membership Promotion Co-Chair
		Technical Committee Chair
		Publicity Committee Chair

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

- Derek gave CRC update: new Asian regions of ASHRAE; Region I once again largest region. He distributed maps showing regions. Review of ASHRAE mission statement.

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

- Bill Dunn taking minutes as Eric Fontaine is not present. Minutes of August meeting were not discussed.

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

- Jason Urso not present. Financial statements distributed. Discussion ensued. Vote to approve Treasurer's Report tabled until next month when J. Urso is present.

#### **COMMITTEE REPORTS:**

##### **Reception – Nichole Petersen**

- Nichole Petersen reported on attendance for tonight's meeting.

##### **Newsletter – Nichole Petersen**

- Nichole Petersen emailed the list of due dates to all BOG members and committee chairs. She asked if Outlook reminders were helpful last year. Consensus: yes; she will continue this year. Calendars with group email schedules were emailed to all BOG members and committee chairs to help coordinate so we don't send more than 3 group emails per week.

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

- Nichole Petersen reported that we've sold \$1200 in sponsor opportunities so far this season, including 3 digital sponsors. She explained the benefits of being a digital sponsor. There are 7 more spots available. Chapter sponsorship goal this year is \$11,000, including the golf outing.

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

- Mike Davis not present. Nichole Petersen reported that verified email addresses of members need to be reviewed. The website will promote the Winter Conference.

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

##### **Program Committee – Hank Cullinane**

- Hank Cullinane gave update on speakers scheduled for remainder of season. Most slots are now filled. Discussion ensued regarding promotion for upcoming meetings, review of speakers now booked, and who might be good to contact to fill the remaining speaker slots. Derek Bride asked about write-ups for the speakers needed for Region I. Discussion ensued regarding the procedure for getting speakers' presentations certified for C.E.U. points. The April meeting will be a joint meeting with ASPE, who will host meeting in New Haven.

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

- Jason Urso not present. No discussion.

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

- Blair Richardson not present. No discussion.

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

- Nothing new to report.

#### **Historian – Rich Melo**

- Rich Melo not present. No discussion.

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

- Eric Fontaine not present. No discussion.

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

- Brandon Bradley not present. Derek Bride reminded officers to donate at least \$100 to ASHRAE Research so our chapter can win Full Circle Award.

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

- Hank Cullinane. Nothing new to report. He explained to new BOG members what this committee's function is. Discussion ensued.

#### **Honors and Award – Stillman Jordan**

- Stillman Jordan cannot continue as committee chair. Discussion ensued regarding filling the position and what this committee is supposed to do. Derek Bride explained that our chapter did not submit for any awards last year, and we were criticized for this at the recent CRC.

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

- Brandon Bradley not present. Derek Bride reported that the same golf course, Tower Ridge in Simsbury, has been reserved for Friday, May, 25, 2018.

#### **Refrigeration – Dan Cowan**

- Dan Cowan. Nothing new to report.

### **Old Business**

- None

### **New Business**

- Derek Bride continued update of recent CRC, hosted by Long Island chapter. Discussion ensued. The topic of creating a non-officer, multi-year Treasurer position was discussed. Derek Bride reported that other chapters in Region I have already done this. Hank Cullinane offered to assume this role, but not until he has completed his term as chapter President. Dan Cowan offered to be assistant to Hank. Discussion ensued.

•

### **Action Items**

- None

## **Podium Time/ Announcements**

- Nichole Petersen needs podium time. Fred Wajcs also need podium time to report on adoption of building codes in Connecticut.

## **ADJOURNMENT**

- Motion to adjourn meeting made by Bill Dunn. Seconded by Nichole Petersen. Motioned passed on voice vote. Meeting adjourned at 5:30 pm.