



**American Society of Heating, Refrigerating and Air Conditioning Engineers, Inc.  
April 8, 2020 BOG MEETING MINUTES - DRAFT**

**Location: Conference Call**

**Meeting Time: 12:30 PM**

**CALL TO ORDER: 12:32 PM**

**ROLL CALL**

PRESIDING OFFICER	Present		Committee Chairs (Committee Members)
President, and BOG: <b>Jason Urso</b>	X		Technology Transfer: <b>Eric Fontaine</b>
President Elect and BOG: <b>Eric Fontaine</b>			Membership Promotion: <b>Tom Ruggiero, Will Holden</b>
Vice President and BOG: <b>Michael Davis</b>	X		Newsletter: <b>Blair Richardson</b>
Secretary and BOG: <b>Ashley Keller</b>	X		Historian: <b>Blair Richardson</b>
Treasurer and BOG: <b>Hank Cullinane</b>	X		Student Activities: <b>Andrew Danna</b>
Board of Governor: <b>Jason Bessette</b>	X		Student Advisor UHa <b>Prof C. C. Yavuzturk (Cy)</b>
Board of Governor: <b>Andrew Danna</b>	X		Student Advisor UNH <b>Tom Ruggiero</b>
Board of Governor: <b>Tom Ruggiero</b>			YEA Chair: <b>Kevin Wixom, Evan Benoit,</b>
Board of Governor: <b>Bill Dunn</b>	X	X	<b>Brian Messerschmidt</b>
Board of Governor: <b>Kevin Wixom</b>	X	X	Reception/Attendance: <b>Kevin Wixom, Justin Simko</b>
Board of Governor: <b>Tony Cammilleri</b>		X	Refrigeration: <b>Matt Andel</b>
Board of Governor: <b>Evan Cohen</b>			Research Promotion: <b>Hank Cullinane</b>
Board of Governor: <b>Blair Richardson</b>			Golf Outing: <b>Derek Bride</b>
			ECC/Webmaster: <b>Michael Davis</b>
			Nominating: <b>Bill Dunn</b>
			Finance Committee: <b>Eric Fontaine</b>
Quorum 2019-20: 7 BOG members			Sponsorship Committee: <b>Michael Davis</b>
			Auditing Committee: <b>*OPEN*</b>
Guests:			Regional Conference: <b>Hank Cullinane</b>
			Regional Conference Alternate: <b>Jason Urso</b>
			Honors and Awards: <b>Bill Dunn</b>
			Publicity Committee: <b>Blair Richardson</b>
			Grass Roots Gov't Committee: <b>Hank Cullinane</b>
			Sustainability Committee: <b>Eric Fontaine</b>

### Housekeeping Note - Ashley Keller

- Roll Call for attendance
- Since we are on a conference call please be as clear and concise as possible. Those making a motion are asked to please state your name when doing so.

### Reception – Kevin Wixom

- 16 people have signed up for the 4/9/2020 webcast
- Comedy show is pushed to 10/17/2020
- Hotel has been canceled for April & May
  - Discuss hotel bookings for next year at July Meeting
- Justin Simko confirmed that he is taking over reception for next year

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

**PAOE Par: 800; Min Points: 300; Total Points: 1000**

- Evan, Brian, and Kevin to discuss plans for next year (2020-21)

### PRESIDENT’S REPORT – Jason Urso

**Chapter Operations PAOE Par: 1200; Min Points: 600; Total Points: 1015**

Action Items Accomplished:

- Jason proposes webinar for April Meeting; Jason will touch base with
  - Eric Automated Logic will host a webinar for our April meeting.
- DL program is suspended until the end of the year. Jason will get in contact with Eric
  - Our DL speaker will host a webinar for our May meeting.
- Jason will ask Derek about cancellation policy for golf tournament
  - Derek rescheduled the golf tournament to August 28<sup>th</sup>.
- Jason will ask about new who is the new Refrigeration RVC
  - I am waiting for a response from our DRC, but as far as I know there is no new RVC yet.
  - Bill Walters filling in. Former region director
- Jason will go to Foxwoods in the next month to check out venue
  - Postponed until COVID19 threat is gone.

### SECRETARY’S REPORT- Ashley Keller

- Vote to approve March Report
  - Motion: Hank
  - Second: Jason Bessette
  - passes
  - Reminder: Agenda items due by **Tuesday** the week of meeting
  - When you send your agenda items please indicate which section you would like your info to go
  - Reminder: Ashley will update PAOE points based on online inputs by this date - updated numbers to red since we are in the last few months

### **TREASURER'S REPORT, Hank Cullinane**

- Approve Treasurer's Report:
  - March Treasurer's Report was postponed until April Meeting
- Approve April Treasurer's Report:
  - Motion: Kevin Wixom
  - Second: Mike Davis
  - passes

### **COMMITTEE REPORTS:**

#### **Chapter Technology Transfer Committee (CTTC) – Eric Fontaine, incoming - Mike Davis**

**PAOE Par: 1050 Min Points: 550 Total Points: 1375**

- (Eric) Discussion on the plans for the following meetings as ongoing information and directives are received pertaining to the COVID-19 pandemic.
  - April - Webinar: Automated Logic
  - May - ASHRAE DL - Time management for the busy engineer
- Will Check back on March Meeting Items
- (Mike) CTTC/Programs: Bookings for 2020-2021
  - Starting to fill out schedule for next year
  - will attend CRC

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

- No update

#### **Sponsorship Committee – Michael Davis**

- Goal Update: \$\_\_\_\_/\$10,000
- Golf Sponsorships
- Vendor Directory Update: sold 21 - \$2100

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

**PAOE Par: 650 Min Points: 250 Total Points: 578**

- No update

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

**PAOE Par: 800; Min Points: 500; Total Points: 575**

- No Update

#### **Student Activities Committee – Andrew Danna**

**PAOE Par: 800; Min Points: 500; Total Points: 250**

- Finalize our chapters sponsorship:
  - Have items posted to website
  - Have Blair add to newsletter
  - after our meeting Wednesday I (Andrew) will plan to send out information to local colleges and etc.

- o Scholarships will be three \$1,000 awards all due by Friday May 1st
- o Open for additional discussion
  
- we have \$4500 in student budget - none has been use; Andrew to strategize scholarships and PAOE points
  
- Student subgroup email on starchapter - Jason Urso will assist

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

- No update

#### **Historian – Blair Richardson**

**PAOE Par: 300 Min Points: 100 Total Points: 430**

- No update

#### **Research Promotion – Hank Cullinane**

**PAOE Par: 1050 Min Points: 800 Total Points: 530**

- Comedy event moved to Saturday October 17th confirmed with hotel and Funny for funds. Website has been updated
- \$1200 for RP has been received which I (Hank) have to enter
  - o \$150 from 50/50, \$800 from Comedy show, \$250 Golf tee sponsorship
- Hank: corporate sponsorships update
- Hank to draft email to send out to companies in the area and will share with the board to send emails out

#### **Governance Affairs Committee (GAC) – Hank Cullinane**

**PAOE Par: 650; Min Points: 500; Total Points: 800**

- Mass Union Contractors asking governor to shut construction down

#### **Honors and Awards – Bill Dunn**

- Plan to send out award information later this week

#### **Nominations Committee – Bill Dunn:**

- Ballot was completed last week and sent out to the membership Due date for returning completed ballots is May 7, and Mike Davis will send it out again with a reminder note in a couple of weeks

#### **Refrigeration – Matt Andel**

- World Refrigeration Day is June 26: Goal is to raise awareness of role of refrigeration in society. Will have something for the June newsletter for this event. Website is [worldrefrigerationday.org](http://worldrefrigerationday.org)
- reach out to Bill Walters for introduction

#### **Golf Outing – Derek Bride, Evan Cohen, Jason Bessette, Andrew Danna**



- Provide latest update

**Old Business**

- CRC 2023 Planning - postponed until COVID threat passes

**New Business**

- 

**Action Items**

- 

**Podium Time/ Announcements**

- N/A

**Motion to Adjourn: Bill Dunn**

**Second: Hank Cullinane**

**ADJOURNMENT:**     1:16     PM