



**American Society of Heating, Refrigerating and Air Conditioning Engineers, Inc.
August 12, 2020 BOG Meeting Minutes**

Location: Conference Call

Meeting Time: 12:00 PM

CALL TO ORDER: 12:02 PM

ROLL CALL

PRESIDING OFFICER	Present	Committee Chairs (Committee Members)
President, and BOG: Eric Fontaine	X	Technology Transfer: Mike Davis
President Elect and BOG: Michael Davis	X	X Membership Promotion: Brian Messerschmidt
Vice President and BOG: Ashley Keller	X	Newsletter: Blair Richardson
Secretary and BOG: Kevin Wixom		Historian: Blair Richardson
Treasurer and BOG: Hank Cullinane	X	Student Activities: Andrew Danna
Past President/Board of Governor: Jason Urso	X	Student Advisor UHa Prof C. C. Yavuzturk (Cy)
Board of Governor: Jason Bessette	X	Student Advisor UNH Tom Ruggiero
Board of Governor: Andrew Danna	x	YEA Chair: Kevin Wixom, Evan Benoit,
Board of Governor: Blair Richardson	x	Brian Messerschmidt
Board of Governor: Matt Andel	X	Reception/Attendance: Justin Simko
Board of Governor: Blair Richardson	x	Refrigeration: Matt Andel
		Research Promotion: Jason Urso
		Golf Outing: Derek Bride
		ECC/Webmaster: Michael Davis
		Nominating: Jason Bessette
		Finance Committee: Hank Cullinane
Quorum 2020-21: 7 BOG members		Sponsorship Committee: Ashley Keller
		Auditing Committee: *OPEN*
Guests:		Regional Conference: Jason Urso
		Regional Conference Alternate: Eric Fontaine
		Honors and Awards: Jason Bessette
		Publicity Committee: Blair Richardson
		Grass Roots Gov't Committee: Hank Cullinane
		Sustainability Committee: Eric Fontaine

Housekeeping Note - Kevin Wixom

- 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 – Justin Simko

- No update

YEA (Young Engineers in ASHRAE) – Kevin Wixom

PAOE Par: 800; Min Points: 300; Total Points: 550

- No update

PRESIDENT’S REPORT – Eric Fontaine

Chapter Operations PAOE Par: 1200; Min Points: 600; Total Points: 0

- Discuss Budget, CRC, Golf (see email and PDF at the end of this document)
- Discuss website updates per Mike Davis email dated 7/13/2020

SECRETARY’S REPORT- Kevin Wixom

- Vote to approve May Report
 - Motion: Jason Bessette
 - Second: Matt Andel
 - Approves unanimously
 - MOD to upload to website

TREASURER’S REPORT, Hank Cullinane

- \$3,000 RP we paid to national ASHRAE, for directory, money donated for comedy show
- Planning meeting expense
- \$1,500 operating expense is for website
- \$,1700 income in dues already
- Budget needs to be done
- Approve June Treasurer’s Report:
 - Motion: Jason Urso
 - Second: Ashley Keller
 - Approves unanimously

COMMITTEE REPORTS:

Chapter Technology Transfer Committee (CTTC) – Mike Davis

PAOE Par: 1050 Min Points: 550 Total Points: 0

- September is set up, awaiting PDH approval, 21 registrants
 - MOD to ask to Justin Simko to send out a weekly email
- \$10 for members, \$15 non-member, students free for future webinars (October and onward)
 - Include explanation of charges
 - Motion: Hank Cullinane
 - Second: Mike Davis

- o Approves Unanimously
- October comedy show cancelled – attendance too high for current regulations

Sustainability Committee - Eric Fontaine

- No update

Sponsorship Committee – Ashley Keller

- Reached out to ASHRAE contacts for brainstorming ideas for sponsorship opportunities. Will report back on findings and options.
 - o Someone else was doing an event similar to an AHR Expo online. Not sure this is a great idea
- If anyone has any ideas while we are running webinars rather than in-person meetings please let me know
 - o Perhaps throwing sponsors up on the first slide of a presentation for webinars as people sign on

Chapter Webmaster – Michael Davis

PAOE Par: 650 Min Points: 250 Total Points: 0

- Website updates! Please don't forget to update the Refrigeration, RP, Sponsorship, Student Activities, YEA and Join pages as outlined below.

Membership Promotion Committee – Brian Messerschmidt

PAOE Par: 800; Min Points: 500; Total Points: 300

- Reaching out to near expiring folks and meeting with Tom Ruggiero to get website training
- Attending CRC for more info

Student Activities Committee – Andrew Danna

PAOE Par: 800; Min Points: 500; Total Points: 0

- No update

Newsletter – Blair Richardson

- Trying to get the newsletter out this week

Historian – Blair Richardson

PAOE Par: 300 Min Points: 100 Total Points: 0

- Would like to do an interview with a DL, trying to get a hold on historical items from past chapter historians

Research Promotion – Jason Urso

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

- Focusing on contacting businesses
 - o Email/calling campaigns
- Those that work for equipment suppliers – Is your company cutting back on this type of spending?

Governance Affairs Committee (GAC) – Hank Cullinane

PAOE Par: 650; Min Points: 500; Total Points: 0

- legislation shut down, not much happening at the moment
- Hank getting nominated to be on the Codes and Standards Committee
- Legislation needs to vote on 2018 codes being approved (October- but it will get pushed back)

Honors and Awards – Jason Bessette

- No update

Nominations Committee – Jason Bessette

- No update

Refrigeration – Matt Andel

- Will have some input for the June Newsletter (refrigeration month/day)
- Matt interested in getting involved with BOG next year

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

- Golf outing in August has been cancelled, try again in May 2021

Old Business

-

New Business

- Budget: Need to get numbers in
- Golf: Cancelled for this year, try again in 2021
- CRC: Virtual this year.

Action Items

-

Podium Time/ Announcements

- N/A

Motion to Adjourn: Hank Cullinane

Second: Jason Urso

passes

ADJOURNMENT: 12:54 PM