



**American Society of Heating, Refrigerating and Air Conditioning Engineers, Inc.  
March 13, 2020 BOG MEETING MINUTES**

**Location: Conference Call**

**Meeting Time: 12:00 PM**

**CALL TO ORDER: 12:07 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>		Student Advisor UNH <b>Tom Ruggiero</b>
Board of Governor: <b>Tom Ruggiero</b>	x	YEA Chair: <b>Kevin Wixom, Evan Benoit</b>
Board of Governor: <b>Bill Dunn</b>	x	Reception/Attendance: <b>Kevin Wixom</b>
Board of Governor: <b>Kevin Wixom</b>	x	Refrigeration: <b>Matt Andel</b>
Board of Governor: <b>Tony Cammilleri</b>		Research Promotion: <b>Hank Cullinane</b>
Board of Governor: <b>Evan Cohen</b>		Golf Outing: <b>Derek Bride</b>
Board of Governor: <b>Blair Richardson</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>
Evan Benoit (YEA Committee)	x	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

- 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

- March meeting is cancelled,
- Hank has refunded everyone including sponsors
- Are we meeting for April and May
  - Hotel is still able to put on events until CT Government prohibits.
  - Jason proposes webinar for April Meeting; Jason will touch base with Eric
  - Kevin will cancel April hotel booking, hold on to May for now
  - Hank intends to postpone Comedy Event til Fall - will reach out to the Hotel about what we can do.
    - Work with Kevin on registration

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

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

- We have a tour of the CCSU Energy Center on April 16. I need to coordinate with Andrew Danna - CANCELLED - CCSU asked to wait til later time due to COVID-19

### PRESIDENT’S REPORT – Jason Urso

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

- No update

### SECRETARY’S REPORT- Ashley Keller

- Vote to approve February Report
  - Motion: Kevin Wixom
  - Second: Bill Dunn
  - Passes unanimously
  - 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
- Attended Chapter Leadership Academy (March 6-7, 2020)

### TREASURER’S REPORT, Hank Cullinane

- Approve Treasurer’s Report:
  - Postpone until next month’s meeting

### COMMITTEE REPORTS:

#### Chapter Technology Transfer Committee (CTTC) – Eric Fontaine

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

- March - Amherst College Tour - 19th
  - Cancelled
- Discussion on the plans for the following meetings as ongoing information and directives are received pertaining to the COVID-19 pandemic.

- o April - ALC, tech and dinner session on Standard for Control Sequences
- o May - ASHRAE DL - Time management for the busy engineer
  - DL program is suspended til the end of the year. Jason will get in contact with Eric
  - Need to cover DL's room

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

- No update

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

- Goal Update:\$4,300/\$10,000
- Golf Sponsorships
  - o Jason will ask Derek about cancellation policy for golf tournament
- Comedy Sponsorships : \$0 - POSTPONED
- Vendor Directory Update

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

**PAOE Par: 650 Min Points: 250 Total Points: 568**

- No update

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

**PAOE Par: 800; Min Points: 500; Total Points: 450**

- No Update

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

**PAOE Par: 800; Min Points: 500; Total Points: 200**

- Proposed DL meeting in May will not work as UHart will not be in session, attendance will be low. We could try and reserve an off site location with Pam Duffy and open it up to many schools and etc.
- We do have students looking for internships and/or employment opportunities. Maybe we can ask our chapter to see who is willing to hire interns and/or entry level associates? Then we can pass their info along?
- I propose three \$1,000 scholarships for ASHRAE. Any feedback is appreciated?
- I plan to piggyback on Kevin's next YEA night (April 16) at CCSU. I'd like to spread the word as well, once all details have been confirmed.
- we have \$4500 in student budget - none has been use; Andrew to strategize scholarships and PAOE points
- Ashley will send application to Andrew

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

- I would like to interview the ASHRAE Fellow for the newsletter (PAOE points).

- Can I get a list of Life Members? I would like to interview them (PAOE Points).
- Anything that we need to add to the newsletter to get more points?

**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: 410**

- Comedy show postponed until Fall
- Hank will start reaching out to companies for corporate sponsorships

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

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

- No update

**Honors and Awards – Bill Dunn**

- I have sent in an application for the Chapter Service Award for past-president Julia Weatherby. I'm planning to send in one for past-president Dean Azzam, but I'm waiting for him to send me his membership number.
  - o Mike Davis confirmed he is no longer a member
  - o Bill will look at the next in line

**Nominations Committee – Bill Dunn:**

- We need to finalize the ballot this month so it can be distributed in April.
  - o Tony, Evan, and Bill are not going to stay on the BOG
  - o Matt will be on ballot for the BOG
  - o Jason Bessette may not stay on BOG - Jason will follow up with Bill
  - o Justin Simko will take on reception - Kevin to confirm

**Refrigeration – Matt Andel**

- No update
- Jason will ask about new who is the new Refrigeration RVC

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

- Update - did golf committee meet since last meeting (Feb 13)? - There has been an email chain

**Old Business**

- YEA Leadership Weekend 2.0 - Kevin will see about it coming out of his budget (Blair to attend)
- CRC 2023 Planning
  - o Jason will go to Foxwoods in the next month to check out venue
  - o Jason emailed Foxwoods and Mohegan about a venue
    - Mohegan will not allow for booking this early
    - Foxwoods is more accommodating so far

- Mike, Tom, Eric
- Bill Artis from the Long Island Chapter passed away.
  - Eric - mentioned doing something from the chapter as our condolences
    - Donate - Eric will look into options

**New Business**

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**Action Items**

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**Podium Time/ Announcements**

- N/A

**Motion to Adjourn: Hank**

**Second: Kevin**

**ADJOURNMENT:**         12:51         PM