



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

TWIN TIERS CHAPTER (<http://www.twintiers.ashraechapters.org/>)

Board of Governors AGENDA

Date: Friday 07/29/2016 @ 4:00 PM

Location: The Galley on Hooper Road, Endwell NY

WebEx: (800) 747-5150, Access code 9233888

(My cell in case you get lost or will be late: 607-972-1342)

The meeting was called to order at: **4:15pm**

1. Call to Order and Attendance:

- a) Attendance: **Rick Sanguinito, Travis Fisher, Glenn Roberts, Chris Wolak, Adam Keller, Jason Gilbert**

2. General Announcements – Travis Fisher

- a) Thank you to Doug Breese and the officers from last year for maintaining our premier status (one of three remaining chapters) and almost achieving the STAR award.
b) Introductions – Go through list of officers and quick review of responsibilities. Current Officers:

- Travis Fisher – President, Honors & Awards
- Petros Papathomopoulos – President-Elect, Grassroots Government Advocacy Co-Chair, Technology Transfer Chair
- Mike McGinnis – Vice President, Special Events Committee, Technology Transfer Co-Chair
- Kyle Nedlik – Treasurer, Reception Committee
- Devin Shapley – Secretary, YEA Chair
- Doug Breese – Board of Governors, Membership Promotion Co-Chair, Grassroots Government Advocacy Chair
- Glenn Roberts – Research Promotion Chair
- Chris Wolak – Membership Promotion Chair
- Adam Keller – Board of Governors
- Rob Vanskiver – Board of Governors, Refrigeration Chair
- Rick Sanguinito – Auditing Committee, Historian
- Mike Colwell – Homepage Editor, Webmaster
- Matt Hawley – Special Events Committee
- Andy Nice – Newsletter Editor, Nominating Committee, Publicity, Research Promotion Co-Chair
- Jason Gilbert – Auditing Committee, Student Activities Chair
- Victoria Kramer – YEA Co-Chair (Need to upgrade to associate member)

3. Treasurer's Report – Kyle Nedlik



- Audit: On track. Jacob needs Feb 16 H.O. Ward statement, Travis contacted Thompkins – waiting for response. Need to schedule Audit Committee deadline, **September 1 deadline.**
- Kyle meeting with Petros today to review Treasurer position, touching base with Jacob next week for handoff.
- M&T account setup – Need to send around form to add Kyle.
- CRC – Society to issue \$800 refund for CRC mix-up
- Doug – Turn over card after CRC.
- **\$900 HO Ward reimbursement for scholarship, discuss possibly retaining money in the scholarship fund account and not reimbursing the M&T account.**
- **Add HO Ward baseline to treasurer report**

4. CTC – Mike/Petros

- a) Do you have all DL information? **Forward DL info to Mike and Petros**
- b) Monthly Meetings – **Send template for monthly meeting to Petros**
 - Do we have someone lined up for September? **Corning, too complicated? Cornell, send Petros George Lampilla contact.**
 - Updates on Vijay to present for January? **Set up for meeting at Cornell in January**
 - Joint meeting available with CNY, Travis can help coordinate
- c) Fall Symposium
 - Currently canceled, anyone hear any difference?
 - Thoughts on a replacement? Possible online web-hosted PDH presentation? **Discussed contractor shop tours - Pipe fitting, Southern Tier Custom Fab, Mechanical Testing presentation, Langley presentation, ASPE joint meeting**
- d) Spring Symposium
 - Motion to search for alternate location – **Need to identify new location before we move it.**
 - The food, service, and facility was horrible last year
 - Need a new inviting venue
 - Holiday inn Binghamton**
 - Had some negative feedback regarding clambake, some did not like separate locations**
 - Petros and Travis send speaker list to Mike**

5. YEA – Devin/Victoria

- a) We need to establish 2 events for the year. I would like to have ideas for the first event by our next BOG meeting in September.
 - Water Street Brewing?

6. PAOE Responsibility – Travis Fisher

- a) PAOE duties during the year.

<i>Expectations</i>		Current	PAR	Max
Membership Promotion	Chris Wolak	200	500	800
Student Activities	Jason Gilbert	0	300	500



Research Promotion	Glenn Roberts	0	800	1050
Historical	Rick Sanguinito	0	100	300
Chapter Operations	Travis Fisher	0	600	1200
Chapter Technology Transfer	Petros Papathomopoulos	0	450	1050
Grassroots Government Activities	Petros Papathomopoulos	0	500	650

7. New Business

a) PayPal: Kyle

1. Do we need to change account name again for this year?
2. Are we non-profit now?

b) Student Scholarships: Jason/Rick – Let's get on this early this year.

1. Withdrawal for refund to Chapter in fall after audit - Rick
2. When and how do we advertise the scholarship? **Go through BOCES to reach out to local high schools, need to set up at Student Chapter at Cornell.**
3. Who is eligible, what do the appliers need to do, and what is the deadline?
4. When and who selects the winner(s)?
5. How do we announce the winners and how do we disperse the scholarship(s)?
6. Add a scholarship page to the website.

c) Member Shirts: Andy – Are we still doing this?

- Shirts will be given to members who are attending the CRC & Members with attend ½ of the Meetings.
- Current free shirt count: 0
- Shirt lead time 1 - 2 Weeks

d) Region 1 CRC: Travis

- When: August 18 – 20
- Where: Rochester, NY
- Doug Breese, Jason Gilbert, Rick Sanguinito, Jason Gilbert, & Devin Shapley
- Society Forms
- Are we doing a History display? **Yes**
- Registration & Lodging – Doug prepaid with M&T Card
- Travel Arrangements
- Required Meetings (for PAOE)
- Recommended attendance: EVERYONE!

e) Spring Symposium: Mike

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