

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

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

Board of Governors Meeting Minutes

Date: Tuesday 11/15/2016 @ 3:30 PM

Location: Meier Supply, Conklin, NY

MEETING MINUTES

The meeting was called to order at:

- Call to Order and Attendance: 3:43
 - Attendance: Travis Fisher, Jason Gilbert, Chris Wolak, Andy Nice, Kyle Nedlik, Devin Shapley, Mike McGinnis, BU Student Chapter Officers (Doris Wong, Ibrahima Balde, Melissa Gross)
- General Announcements – Travis Fisher
 - Congratulations and thanks to Jason Gilbert for the recent submission of BU Student Branch request. Tonight is membership promotion night!
- Treasurer's Report – Kyle **Thanks to Kyle for job well done!**
 - M&T:
 - Paypal:
 - H.O. Ward:
 - William & Joan Albern:
 - Audit: 2015 tax submission complete, Travis and Kyle signed the CHAR500 and was post marked yesterday November 14th. Reviewed by Doug Breese. Where are we with Audit review and approval?
 - Budget – Final review, any comments/changes?
 - Thompkins – Still working on online access. Did we find the original paperwork? We need to send a new Corporate Resolution, need to remove Doug if he is on there.
 - Rick – do you need reimbursement for Audit Committee lunch meeting? Did not see the expense show up on the account.
- CTTC – Mike/Petros
 - DL Information – Is VJ all set for January meeting? Accommodations, meeting needs? Has the Statler been reserved? PDH?
 - Monthly Meetings –
 - Did we change the format in the Newsletter? The monthly meeting information does not include the location.
 - Spring Symposium
 - Discuss Mike's location option breakdown. Need to make a decision to lock in location. **Holiday Inn \$1500 add from last year. Move to Holiday Inn**
- YEA – Devin/Victoria
 - Thank you for setting up Water Street Brewing Tour
 - Second YEA event? **Technical tour/ hockey game?**

- Membership Promotion – Chris
 - Updates?
- PAOE Responsibility – Travis Fisher
 - PAOE duties during the year.

<i>Expectations</i>		Current	PAR	Max
Membership Promotion	Chris Wolak	800	500	800
Student Activities	Jason Gilbert	100	300	500
Research Promotion	Glenn Roberts	500	800	1050
Historical	Rick Sanguinito	230	100	300
Chapter Operations	Travis Fisher	545	600	1200
Chapter Technology Transfer	Petros Papathomopoulos	250	450	1050
Grassroots Government Activities	Petros Papathomopoulos	350	500	650

- Student Activities – Jason Gilbert
 - Student Scholarships: Jason/Rick
 - Add a scholarship page to the website.
 - Jason would like to reimburse membership fees for students who are successful chapter officers.
 looking to send students to winter meeting
 - Member Shirts: Andy – Select new design/color for this year.
 - Shirts will be given to members who are attending the CRC & Members with attend ½ (4 meetings) of the Meetings. Discuss criteria for shirts color is presidents choice
 - Current free shirt count: 0
 - Shirt lead time 1 - 2 Weeks
- New Business

Meeting adjourned at 4:36 Motioned: Second: