Board of Governors Meeting  
Date: September 18, 2018  
Location: Beer Tree - Port Crane

http://twintiers.ashraechapters.org

**Agenda**
Meeting was called to order at: 4:28 PM

- Call to Order and Attendance:
  - Attended:
    - Mike McGinnis, Jason Gilbert, Petros Paphathomopoulos, Devin Shapley, Matt Lloyd, Kyle Nedlik, Adam Keller
  - Call-in:
    - N/A

- Item to Discuss:
  - Review the budget for approval
    - Golf and clambake cost is not included in 12-month income report for the period of 7/1/17 – 6/30/18
    - Add budget for webmaster, decrease student activities budget
    - Adam K. will update budget and send out, to be voted on for approval
  - Review the calendar of events
    - Fall symposium scheduled for October 2nd; there will not be an October chapter meeting
  - CRC Event – Wrap-up
    - Awards handed out
  - New website – Status
    - RECC – complete planning/goal setting session by Oct 1
    - Petros is working – plan to have ready by end of year
  - Discuss using Basecamp as central online storage space – Status
    - Mike M. to start transferring files
  - Move Budget Cycle from August to July
    - Reach out to regional treasurer to figure out best way to handle Golf & Clambake expenses on yearly income report
  - Transferring scholarship fund to ASHRAE?
    - Cannot be done
  - Open Floor
    - Jason G. will be attending YEA Leadership 2.0 conference in February

- Treasurer’s Report (Adam Keller):
  - M&T: $8,399.49 (as of 9/18/2018)
  - PayPal: $3,542.97 (as of 5/15/2018)
  - H.O. Ward: $25,200.24 (as of 9/18/2018, Principal: $20,000)
  - William & Joan Albern: $23,813.21 (as of 9/18/2018, Principal: $20,000)

- CTTC (Kyle Nedlik/Devin Shapley):
  - Complete planning/goal setting session with RVC by Oct 1
Kyle N. to contact regional vice chair

YEA (Victoria Kramer):
- Complete planning/goal setting session with RVC by Oct 1
  - Consider YEA event following symposium
  - Need sponsor – Watson Engineering?

Membership Promotion (Chris Wolak):
- Complete planning/goal setting session with RVC by Oct 1

GGAC (Adam Keller):
- Complete planning/goal setting session with RVC by Oct 1

Student Activities (Jason Gilbert):
- Jason G. will provide MBO’s at symposium – points have been achieved

Research Promotion (Glenn Roberts):

History (Rick Sanguinito)

Special Events
- Golf and Clambake (Mike McGinnis and Travis Fisher)
- Canstruction – Chapter Opportunity Fund?

PAOE (Mike McGinnis): See attached form
- Reminder to chairs that they can update PAOE points.

<table>
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<th>CATEGORY</th>
<th>PAR</th>
<th>MIN</th>
<th>PTS</th>
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<tr>
<td>RP*</td>
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PAOE requires achieving minimum in 5 of the 6 categories marked with *
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- New Business
  - Petros’ credit card has been returned and destroyed

Meeting was adjourned at 5:15
Motioned: Mike M.
Second: Petros P.