

Minutes

1. Call to Order and Attendance: 4:10 pm
 - a. Attended: Kyle Nedlik, Victoria Kramer, Matt Lloyd, Mike McGinnis, Adam Keller, Jason Gilbert, Glenn Roberts, Rick Sanguinito
 - b. Call-in: None

2. Old Business:
 - a. Review of November Meeting
 - b. Vote to approve the November Meeting Minutes –
 - i. Motion: Kyle
 - ii. Second: Devin
 - iii. Voted passed 5/5 (Glenn and Rick not present for vote)
 - c. ASHRAE Polos order/schedule status (Victoria Kramer)
 - i. 13 members earned polos by attending 5+ meetings last year
 - ii. Cost is \$28 per polo
 - iii. Will host an open sale as an RP fundraiser, cost will be \$35 per polo

3. Treasurer's Report (Matt Lloyd):
 - a. Account Balances (as of 12/17/2019)

i. M&T:	\$ 6,553.80
ii. PayPal:	\$ 2,392.44
iii. H.O. Ward	\$ 23,750.88 (Principal: \$20,000)
iv. William & Joan Albern:	\$ 24,945.62 (Principal: \$20,000)
 - b. Status of Devin, Adam, and Matt Chapter credit cards
 - c. Any outstanding reimbursements?
 - i. Matt to coordinate with Devin on room reimbursement for December meeting DL. Due to inclement weather, the DL traveled one day early.
 - ii. Consider reimbursing with Albern fund
 - d. Confirm regional assessment was received and paid
 - i. All arrived in December

4. CTTC (Devin Shapley/Adam Keller):
 - a. Review the year's proposed calendar of events, any changes/updates?
 - i. December Meeting – Reimbursement of ASHRAE DL Room
 - ii. January – Devin had two places in mind. Has one been selected/planned yet?
 - i. January 21
 - ii. Considering tour of SUNY Broome Mechanical Building
 - iii. February – Binghamton University – Input requested from Jason on which building we should tour, accommodations.
 - i. Considering tour of Nursing School.
 - ii. Can not host dinner at the building as it is still under construction.
 - a. Consider eating at Pharmacy School (Sodexo)
 - b. Consider combining dinner with YEA event (non-BU building))
 - iv. March – Southern Tier Custom Fab – contact made yet?
 - i. Consider chartering BU bus if we want to bring students
 - v. May – SUNY Broome Culinary School in Carnegie Library

- i. *May be able to have dinner catered by students*
 - b. Upload speaker evaluation forms, DL paperwork to Chapter Programs within 15 days of mtg (PAOE)
 - c. Please continue to load documents to Basecamp
- 5. YEA (Dana Schmidt):
 - a. Event Tonight – Location TBA (Ale House, Watershed, or Bar Argos)
 - i. *Ale House*
 - b. February Event
 - i. *Possibly combine with chapter meeting and dinner, Dana and Devin to coordinate*
 - ii. *Dana to contact Binghamton Brewing*
- 6. Membership Promotion (Chris Wolak):
 - a. Membership Promotion month is January – special meeting promo?
- 7. GGAC (Adam Keller):
 - a. *Day on the Hill (Albany) – June 2020*
 - b. *Will be looking for volunteers*
- 8. Student Activities (Jason Gilbert):
 - a. Student chapter trip to ASHRAE Winter conference – still need sponsorships
 - i. *Students have raised \$2,400*
 - ii. *Budget for 4 attendees is \$3,244.22*
 - iii. *One student is no longer able to attend*
 - b. Vote on amount for Chapter to donate to student chapter trip to ASHRAE Winter conference
 - c. Vote: Chapter to make up difference in student fundraising and budget, up to \$500.
 - i. *Motion: Kyle*
 - ii. *Second: Mike*
 - iii. *Voted passed: 7/7*
 - iv. *Funding to come from Student Activities budget*
 - d. *In the future, the student chapter should provide the BOG will a request for donation, including budget breakdown.*
- 9. Research Promotion (Glenn Roberts / Mike McGinnis):
 - a. 30% of goal by December 31st for PAOE points – \$1,450 - vote for approval
 - b. Vote: Donate \$1,450 from chapter account to RP
 - i. *Motion: Kyle*
 - ii. *Second: Devin*
 - iii. *Vote passed: 7/7*
 - iv. *Matt to donate online at ASHRAE RP website by Friday, 12/20*
 - v. *Income from the following fundraisers to reimburse the chapter for this 30% donation: Golf, business cards, Super Bowl pool, putting contest*
 - c. *Business cards: After the New Year, Matt to collect charges and send to Glenn*
 - d. *NCAA Pool: Glenn to set up online through CBS*
 - e. *Super Bowl Pool*



<http://twintiers.ashraechapters.org>

Board of Governors Meeting

Date: December 17, 2019

Location: Ithaca Marriot

- 10. History (Rick Sanguinito)
 - a. History board for tonight’s meeting
- 11. Special Events
 - a. Symposium reservations confirmed?
 - i. *Goal is to have DL and speakers confirmed by March BOG meeting*
- 12. PAOE (Kyle Nedlik): See below (as of 12/15/2019)
 - a. CRC points still not uploaded by the region yet
 - b. Reminder to chairs that they can update PAOE points.
 - c. Please review any points that are to be assigned by the region and reach out to the responsible person as required.

CATEGORY	PAR	MIN	PTS
<u>Chapter Operations*</u>	1200	600	580
<u>Chapter Technology Transfer*</u>	1050	550	700
Electronic Communications	500	250	530
<u>Governmental Affairs*</u>	650	500	200
Historical	300	100	930
<u>Membership Promotion*</u>	800	500	570
<u>Student Activities*</u>	500	300	220
<u>RP*</u>	1050	800	450
<u>YEA</u>	800	300	750
Total	3/6 and 5/9	5/9	1/9

Pts – Have NOT Achieved Min **Yts** – Have Achieved Min, but not PAR **Pts** – Have Achieve PAR

PAOE: Minimum in 5 of the following 6 categories: Chapter Operations, Chapter Technology Transfer, Governmental Affairs, Membership Promotion, RP and Student Activities - **Incomplete**

Special Citation: Minimum in 5 of the 6 categories, with a minimum of 5,500 points - **Incomplete**

STAR: PAR in all categories - **Incomplete**

Honor Roll: PAOE for at least four consecutive years - **Incomplete**

High Honor Roll: STAR for at least four consecutive years - **Incomplete**

Premier: PAOE every year since the chapter's inception or since 1970; minimum of four years; chapter's first year is excluded - **Incomplete**

- 13. New Business
 - a. Any past presidents attending that we should recognize?
- 14. Open Floor
 - a. *Scholarships - February deadline will approach soon*

15. *Meeting was adjourned at 5:06 PM; Motion: Kyle; Second: Mike*