



<http://twintiers.ashraechapters.org>

Board of Governors Meeting
Date: January 21, 2020
Location: SUNY Broome Calice Bldg

Agenda

Meeting Minutes indicated in Red

Meeting was called to order at:

- Call to Order and Attendance: 4:10 pm
 - **Attended: Glenn, Jason, Devin, Adam, Kyle, Mike M, Andy, Chris W, Rock S, Matt, Petros, Victoria**
 - Call-in:

- Old Business:
 - Vote to approve the December Meeting Minutes - 8 for, 0 against, 0 abstain (Victoria was absent for voting)
 - ASHRAE Polos order/schedule status
 - **Order has been placed for those who earned free polos**
 - **Sale to be circulated for membership promotion fundraiser - Victoria to send form to Mike for distribution**

- Treasurer's Report (Matt Lloyd):
 - Account Balances
 - M&T: \$ 2,805.19 ____ (as of 1/21/2020)
 - PayPal: \$ 3,011.77 ____ (as of 1/21/2020)
 - H.O. Ward \$ 24,424.26 ____ (as of 1/21/2020, Principal: \$20,000)
 - William & Joan Albern: \$ 25,852.71 ____ (as of 1/21/2020, Principal: \$20,000)
 - Any outstanding reimbursements?

- CTTC (Devin Shapley/Adam Keller):
 - Current count for tonight's meeting - 15 registered as of this morning. Food ordered for 25.
 - Review the year's proposed calendar of events, any changes/updates?
 - February – NYSSPE Annual Engineers Week Dinner – No additional setup required, we have gotten the okay from them to advertise this to our members as our February meeting.
 - **Additional PAEO points for a joint event**
 - March – Southern Tier Custom Fab – contact made? Charter bus reserved?
 - **Plan is to do the Nursing School tour in March. Include students.**
 - **Jason to check availability of pharmacy school room and lobby for dinner and presentation**
 - **Food through Sodexo**
 - May – Panel discussion – Location? Speakers? Topic?
 - All chairs - please continue to load documents to Basecamp
 - Andy – When will January newsletter be sent out? - **Sent out**

- YEA (Dana Schmidt):
 - Event originally scheduled for February, should we do March instead (STCF tour, more students?)
 - **March meeting will be held at the BU Nursing School. Consider YEA event after.**

- Membership Promotion (Chris Wolak):
 - Membership Promotion month – January



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- Is the policy on bringing a first-time attendee still that their first meeting is free? - No
- GGAC (Adam Keller):
 - Continue updating contact lists, code lists, etc. and input PAOE points
 - Recent speaking engagement at TEN
 - Day on the Hill - no info announced yet
- Student Activities (Jason Gilbert):
 - Student chapter trip to ASHRAE Winter conference – status, updated budget/attendees
 - Vote on exact amount for Chapter to donate to student chapter trip to ASHRAE Winter conference (up to \$500 from SA budget line was voted on and approved last meeting)
 - As of today, two students are planning to go. No chaperone has been identified.
 - Students to present at February meeting
- Research Promotion (Glenn Roberts / Mike McGinnis):
 - Super Bowl Pool Setup
 - Mike to set up pool tonight; coordinate mail chimp access with Andy to distribute
 - Matt grant Mike access to paypal
 - Business Card advertising – transfer of money complete?
 - Andy to follow up on any others who expressed interest
 - March Madness Pool – Mike to set up online through CBS
- History/Scholarship (Rick Sanguinito)
 - Any scholarship applications received?
 - Application to be posted to the chapter website
 - Due date is 2/15
- Special Events
 - Symposium status, current need for speakers
 - Goal is to have DL and speakers confirmed and flyer complete by March BOG meeting
 - Lunch time speaker slot still open
 - Adam has 4/9 speakers identified
 - Students can attend for free, student lunch is \$10
 - Flyer should be ready for distribution at March meeting
 - Send save the date by February
 - April 21st at Holiday Inn, Binghamton
 - Lunch only option available to those who ask - \$35. Will not be advertised
 - Name tags for attendees
 - Golf - Travis will be the point person
- PAOE (Kyle Nedlik): See below (as of 1/17/2020)
 - CRC points for some categories still not uploaded by the region yet, ask your regional representative
 - Reminder to chairs that they can update PAOE points.
 - Please review any points that are to be assigned by the region and reach out to the responsible person as required.



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| CATEGORY | PAR | MIN | PTS |
|-------------------------------------|-------------|-----|------|
| <u>Chapter Operations*</u> | 1200 | 600 | 680 |
| <u>Chapter Technology Transfer*</u> | 1050 | 550 | 1100 |
| Electronic Communications | 500 | 250 | 755 |
| <u>Governmental Affairs*</u> | 650 | 500 | 400 |
| Historical | 300 | 100 | 930 |
| <u>Membership Promotion*</u> | 800 | 500 | 500 |
| <u>Student Activities*</u> | 500 | 300 | 255 |
| <u>RP*</u> | 1050 | 800 | 860 |
| <u>YEA</u> | 800 | 300 | 800 |
| Total | 3/6 and 5/9 | 7/9 | 4/9 |

Pts – Have NOT Achieved Min **Pts – 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**
 - New Business
 - Open Floor

Meeting was adjourned at: 4:50 PM

Motioned: **Devin Shapley**

Second: **Mike McGinnis**