

## Agenda

Meeting was called to order at: 4:07pm by Devin

- Call to Order and Attendance:
  - Virtually Attended: 13 People
  - Jason Gilbert, Rob VanSkiver, Adam Keller, Devin Shapley, Mike McGinnis, Andy Nice, Alison Kran, Matt Lloyd, Chris Wolak, Glenn Roberts, Dana Schmidt, Kyle Nedlik, Victoria Kramer
  
- Item to Discuss:
  - Vote to approve the April Meeting Minutes:
    - Motion to Vote: Rob
    - Second: Chris
    - Introductions
  - Distribute PAOE points list for 2019-2020 to chairs
  - Confirm all chairs/committees/roles filled
  - Review the requirements for each Chair
  - Open Floor
  - CRC Update
  
- Treasurer's Report (Victoria Kramer):
  - Account Balances
    - M&T: \$8,312.99 (as of 7/30/2020)
    - PayPal: \$ 5,833.30 (from 6/30/2020 to 7/30/2020)
      - Mike has 300 dollar check
    - H.O. Ward \$ 22,304.91 (as of 7/30/2020, Principal: \$20,000)
    - William & Joan Albern: \$ 25,077.58 (as of 7/30/2020, Principal: \$20,000)
  - Review the budget for approval in August
  - (Matt) - Confirm when the 2019-2020 Audit report will be ready for review by the Audit committee – Will pass off to Victoria next meeting.
    - Chat with Victoria about budget spreadsheet and filling out M&T paperwork
  - Develop plan and fill out paperwork to update authorized signers
  - Develop plan and fill out paperwork to get Devin, Adam, Matt and Victoria Chapter credit cards- Won't be able to all sign at golf tournament
  
- CTTC (Adam Keller/Matt Lloyd):
- Schedule of events to be published by meeting in October historically? Devin to double check. Fill in location- TBD.
- Discussion and ideas around hosting meetings moving forward
  - Hybrid meeting with CNY Chapter.
  - Outdoor site. Presentation outside.
  - Touring sites will be difficult abiding by all NY COVID guidelines
  - 1<sup>st</sup> meeting- agreed to be hosted virtually. Safest option at this point.
  - PDH to get attendance.

- Combine virtual sessions. Hopefully discuss further at CRC.
  - Lunch session.
  - Monthly Meeting:
    - September-virtual meeting. Adam to look for topics/presenters
      - September charge? No cost to chapter for zoom meeting.
      - October- Virtual Symposium. TBD.
      - November and December is TBD.
    - Check to see if region has zoom login?
  - PAOE points-may want to do another BOG meeting next month after CRC after hearing from region about funding, policies, and procedures moving forward.
    - Schedule meeting to touch base.
  - CRC- still happening same weekend. Digital. No other info at this point. Registration TBD.
  - Get access at regional level- Kyle to email Chris...about??
  - Due to NYS COVID restrictions, we will suspend having distinguished lecturers until further notice.
  - Review the year's proposed calendar of events, need to have a draft version up on the website by August 1<sup>st</sup> for PAOE. Include:
    - 2 student nights
    - 1 donor recognition night
    - 1 refrigeration night
    - 1 past presidents / history night
    - 1 YEA night (consider combining with a student night)
    - 1 Membership Promotion night
    - 1 RP Night
  - Update on central document storage
- 
- YEA (Kyle Nedlik):
    - Fall YEA Event – Begin brainstorming ideas
    - Game nights, trivia, digital events? Will discuss further at next meeting
  - Membership Promotion (Chris Wolak):
    - PAOE points- upgrade to full associate.
    - Can't tag golf as MP event since we won't be able to have meeting. So will wait on MP event
  - GGAC (Adam Keller):
    - All set
  - Student Activities (Jason Gilbert):
    - To ask if we can reserve February and March for student night.
    - Get student board together if in person meeting to happen
  - Research Promotion (Glenn Roberts / Mike McGinnis):



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**Board of Governors Meeting**

**Date:** July 30, 2020

**Location:** Video Conference Call

- All Set
- History (Rick Sanguinito)
  - All Set
- Special Events
  - Golf / Clam bake
  - Potentially have option for to-go food? No buffet style. 60 tables spaced out for social distance seating. 8 teams 32 people
  - Mike- to talk to Travis to see if we can get to-go food? If so, need to make announcement prior
  - Michelle Leonis? \$2700, \$180 just calm bake tickets
- PAOE (Devin Shapley): See below (as of 7/29/20)
  - 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
  - Electronic and student activities went up for points
  - Each chair and update points accordingly- If you don't know tie off with Devin
  - CRC in 2 weeks- then wait to see if another meeting is needed. Devin to send out placeholder invite



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| CATEGORY                            | PAR         | MIN | PTS |
|-------------------------------------|-------------|-----|-----|
| <u>Chapter Operations*</u>          | 1200        | 600 | 0   |
| <u>Chapter Technology Transfer*</u> | 1050        | 550 | 0   |
| Electronic Communications           | 700         | 300 | 50  |
| <u>Governmental Affairs*</u>        | 650         | 500 | 0   |
| Historical                          | 300         | 100 | 0   |
| <u>Membership Promotion*</u>        | 800         | 500 | 200 |
| <u>Student Activities*</u>          | 800         | 500 | 0   |
| <u>RP*</u>                          | 1050        | 800 | 0   |
| <u>YEA</u>                          | 800         | 300 | 550 |
| Total                               | 3/6 and 5/8 | 8/8 |     |

**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

Meeting was adjourned at 4:53

Motioned: Devin

Second: Kyle