

Agenda

Meeting was called to order at: 4:03

- Call to Order and Attendance:
 - Attended: (12) Devin Shapley, Jason Gilbert, Rick Sanguinito, Chris Wolak, Adam Keller, Rob VanSkiver, Matt Lloyd, Victoria Kramer, Mike McGinnis, Kyle Nedlik, Alison Kran, Dana Schmidt
 - Call-in:
- Item to Discuss:
 - Vote to approve the October Meeting Minutes: Devin Motioned, Victoria Seconded
 - Open Floor:
 - November Meeting Turnout with fee
 - Made \$50. Turnout hasn't been as strong as past webinars- \$5 charge? Enough PDH credits? Loss of interest? Being sent to spam/junk mail?
 - Update Twin Tier Website for all upcoming events
- Treasurer's Report (Victoria Kramer):
 - Account Balances
 - M&T: \$ 11,746.99 (as of 11 /17 /2020)
 - PayPal: \$ 50.05 (as of 11 /17 /2020)
 - H.O. Ward \$ 23,178.81 (as of 11 / 17 /2020, Principal: \$20,000)
 - William & Joan Albern: \$ 26,129.70 (as of 11 /17 /2020, Principal: \$20,000)
 - Tax documents signed by Devin and Victoria, checks sent.
 - Develop plan and fill out paperwork to update authorized signers
 - Waiting on clam bake report? –Mike to forward Travis' email to Victoria
 - Mike to cash Golf checks
 - Mailed back \$50 check to Lynn-under audit fee
 - Loss (\$0.45) went setting up Paypal
 - Chapter IN = Chapter wide account/newsletter/RP/business cards/ golf
 - Other audit outcomes= receipts missed, but accounted for, other than that clean
 - Victoria sent out reimbursement- Everyone can expect checks next week
 - M&T- Still need authorized signers. Devin to email Adam documents to be signed → Adam to sign and mail to Victoria
- CTTC (Adam Keller/Matt Lloyd):
 - Update on the year's proposed calendar of events
 - December: Past presidents
 - Rick: History display- Same as CRC, composition of old photos.
 - \$5 fee for webinar registration
 - Keep \$5 fee for next virtual monthly meeting
 - Get out early to let everyone, including past presidents know
 - Most likely no in-person for at least next 3 or 4 meetings → Adam to try to set up in-person meetings
 - Prerecorded videos- Jason offered to tour mechanical room at BU

- Students to come back end of January/early February
- YEA (Kyle Nedlik):
 - Update on future event
 - Late February-May: Panel and video tours? March?
 - Jason to offer extra credit
 - If we do virtual tour, we should do a test run. To avoid kinks do prerecorded video.
 - Set up another meeting to discuss
 - Panel- for a variety of job fields, a variety of mechanical systems, work life balance,
 - Set up separate planning group
 - Library of ~5 minute videos to detail different equipment. Focus on larger pieces of equipment, more interesting.
 - List of equipment, locations, assigned person
 - 6-8 pieces of equipment w/ questions to fit time span
 - Kyle to send follow up/sign up list.
 - Focus on more systematic view vs individual pieces of equipment
 - Jason to send Kyle list of equipment
 - Follow up meeting
- Membership Promotion (Chris Wolak):
 - Sent out delinquency report- Still following up on a few
- GGAC (Adam Keller):
 - No update
- Student Activities (Jason Gilbert):
 - None in near future
- Research Promotion (Glenn Roberts / Mike McGinnis):
 - Need to hit 30% of goal by December first for 200 points
 - \$900 from full circle and \$500 from golf → \$1,400
 - Need \$2,250
 - Board to advance \$1,000
 - Motioned, All approved
 - Take \$1,000 as OUT in RP
 - Pay back in superbowl/golf/advertisement
- History (Rick Sanguinito)
 - To get letters out for next month
 - Got PAOE points from CRC
 - Need to work on scholarship
 - Still ask for applications but won't be handing out in person
- Special Events



<http://twintiers.ashraechapters.org>

Board of Governors Meeting
Date: November 17, 2020
Location: Video Conference Call

- N/A
- PAOE (Devin Shapley): See below (as of 11/16/2020)
 - 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
 - Devin to extend meeting by 30 minutes and screen share

CATEGORY	PAR	MIN	PTS
Chapter Operations*	1200	600	100
Chapter Technology Transfer*	1050	550	250
Communications	700	300	0
Governmental Affairs*	650	500	0
Historical	300	100	240
Membership Promotion*	800	500	695
Student Activities*	800	500	200
RP*	1050	800	430
YEA	800	300	700
Total	3/6 and 5/8	8/8	

Pts – Have NOT Achieved Min **Yts – Have Achieved Min, but not PAR** **Gre – 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
 - ASHRAE trainings/certification → Buy a course and share with YEAs? Instruction lead courses
 - Kyle to look into
 - Microsoft Money (discontinued?) needed when running audits
 - Devin to look into other options
 - Business cards- RP

Meeting was adjourned at _____ 4:50

Motioned: Devin

Second: Kyle