



<http://twintiers.ashraechapters.org>

**Board of Governors Meeting**  
**Date:** February 16, 2021  
**Location:** Video Conference Call

## **MINUTES**

Meeting was called to order at: 4:03

- Call to Order and Attendance:
  - Attended: Devin Shapley, Matt Lloyd, Rob VanSkiver, Chris Wolak, Andy Nice, Victoria Kramer, Adam Keller, Kyle Nedlik, Mike McGinnis, Rick Sanguinito, Dana Schmidt
  - Call-in:
  
- Item to Discuss:
  - Vote to approve the January Meeting Minutes: Approved Adam
  - Open Floor: Good attendance at today's meeting and good turnout for Superbowl pool.
  
- Treasurer's Report (Victoria Kramer):
  - Account Balances
    - M&T: \$ 9,817.15 (as of 02 /16 /2021)
    - PayPal: \$ 480.07 (as of 02 /16 /2021)
    - H.O. Ward \$ 25,046.17 (as of 02 /16 /2021, Principal: \$20,000)
    - William & Joan Albarn: \$ 28,419 (as of 02 /16 /2021, Principal: \$20,000)
  - Xero accounting software update
    - Can't use Microsoft Money
    - 30 Day Trial- Goes until the 20<sup>th</sup>
    - \$11/month with 25% discount for being a non-profit
      - VOTE to switch over to Xero Accounting- All Approved.
  - PayPal account updates
    - Successfully switched/transferred account over to Victoria's name
    - Business Account- Needed ASHRAE EIN # and a contact person's SS# + additional basic information
    - Read Only Access- Golf, Clam Bake, RP Chair Access, Business Cards (Andy), Symposium (Matt), Monthly Meetings (Petros)
      - Above individual will have their own account/password (Can't do 1 shared account since we recently deleted miscellaneous old ASHRAE emails to associate to an account)
  
- CTTC (Adam Keller/Matt Lloyd):
  - Update on the year's proposed calendar of events
    - Good presence at today's monthly presentation.
    - Adam to send Jason list of student present. PAOE points associated with student attendance. Did not charge students.
    - March- Virtual Meeting



<http://twintiers.ashraechapters.org>

**Board of Governors Meeting**

**Date:** February 16, 2021

**Location:** Video Conference Call

- April- Symposium
  - Virtual
  - Last year spread out presenters 1/week
  - This year condense it down to 1-3 days?
  - Only offer one schedule, rather than multiple tracks/sessions?
  - Reduced registration fee-
  - Cost for virtual platform around \$15-\$30/month
    - Webex and Zoom front runners.
    - Click-Can keep all data/notes in program. PDH credits. Post conference survey
  - (3) 1 Hour presentations with a break. Total of 6 PDH credits will be available
    - With 1 backup presentation
  - Morning time frame: 9am-1pm
- May- Potential brewery tour. Beer Tree at Oakdale Mall- Johnson City. Circle back.
  
- YEA (Kyle Nedlik):
  - Update on future event(s)
  - Video Library- Still working on
  - Communications to follow on next steps
  
- Membership Promotion (Chris Wolak):
  - In good shape- Only 4 delinquents left
  
- GGAC (Adam Keller):
  - Adam to update points, all set otherwise.
  
- Student Activities (Jason Gilbert):
  - Students are back so will be able to earn points
  - Thursday nights open for speakers (topics: FE Exam Prep, Career Night, Etc.)
  - Jason to communicate scholarship availability to students
    - Will lower GPA Scholarship requirements
  
- Research Promotion (Glenn Roberts / Mike McGinnis):
  - Superbowl pool results
  - No updates
  
- History (Rick Sanguinito)
  - No updates
  
- Special Events



<http://twintiers.ashraechapters.org>

**Board of Governors Meeting**  
**Date:** February 16, 2021  
**Location:** Video Conference Call

- PAOE (Devin Shapley): See below (as of 02/16/2020)
  - 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

CATEGORY	PAR	MIN	PTS
<u>Chapter Operations*</u>	1200	600	<b>820</b>
<u>Chapter Technology Transfer*</u>	1050	550	<b>550</b>
Communications	700	300	<b>430</b>
<u>Governmental Affairs*</u>	650	500	<b>350</b>
Historical	300	100	<b>640</b>
<u>Membership Promotion*</u>	800	500	<b>795</b>
<u>Student Activities*</u>	800	500	<b>200</b>
<u>RP*</u>	1050	800	<b>755</b>
<u>YEA</u>	800	300	<b>700</b>
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 - **Achieved**
  - 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 - **Achieved**
  - High Honor Roll: STAR for at least four consecutive years - **Achieved**
  - Premier: PAOE every year since the chapter's inception or since 1970; minimum of four years; chapter's first year is excluded - **Achieved**
- New Business
    - Devin to send out Sexual Harassment training videos- if every member watches we will receive an additional 200 PAOE points.

Meeting was adjourned at 5:01 \_\_\_\_\_  
 Motioned: Adam \_\_\_\_\_  
 Second: Kyle \_\_\_\_\_