



ASHRAE – Boston Chapter Board of Governors

October 13, 2015 Meeting Minutes

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| Meeting Date: | October 13, 2015 |
| Meeting Name: | October BOG Meeting |
| Attendees: | Stacie Suh, Teri Shannon, Dan Diorio, Erin Popa, William Tang, Mark Leonard, Deanne Adkinson , Daniel Carington, Jim Liston, Justin Mole, Mike Gilroy, Andrew Krenning, Steve Tafone, , Steven Nicholas, Steve Bosland, Kevin Doty, Eric Stutter, Steven Rosen, Bjarne W Olesen (speaker) |
| Distribution: | All Chapter Officers and BOG Members |

| Item No. | Item Description | Action/Resp./Due Date |
|------------|---|---|
| 1.0 | Opening Remark Stacie Suh called meeting to order at approximately 4:38 pm | |
| 2.0 | Old Business | |
| 2.1 | The June Meeting minutes were approved | BOG/Officers |
| 2.2 | YEA Weekend Experience /Update from YEA Steve R. –Christine R. Contact him by email about Co Generator plan tour in November | Stacie S. Table to a later date, Christine R. and Joe D are not present |
| 2.3 | 2014/2015 Boston Chapter Hall of Fame Bill Garvey will be officially inducted at the November 2015 meeting | Stacie S. |
| 2.4 | October Meeting / November Meeting information <ul style="list-style-type: none"> - All Tech session are full, only open scheduling item is the Harpoon Brewery tour date - BOG members interested in final cost comparison of MMC vs Embassy Suites. Mark L to provide analysis following the meeting | Mark L. |
| 2.5 | 2014/2015 Boston Chapter Member of the year Award Stephanie LaFontaine will receive her Member of the Year plaque at the October Meeting, Dan D. to present award | |
| 2.6 | Boston Chapter Website Redesign update and cost options for website re-design <ul style="list-style-type: none"> - Donna to maintain website until December she will be retiring, we will maintain site within house personal - Other chapter use Apricot Web design, price is in low \$100 | Kevin D. gave insight of new website Steve Rosen. to update actual price |
| 3.0 | New Business | |
| 3.1 | New Product & Energy Show The date of this event is April 12, 2016. More discussion next meeting when Bill and/or Jeff are present. | |
| 3.2 | 2015 CRC – CRC Award Recognition Stacie would like to recognize Boston Chapter CRC award winners at the November meeting. | |

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| 3.3 | 2016 Boston Chapter Golf Tournament - The Chapter would like to look at different strategies to increase golf tournament profits - It was suggested that a larger committee be formed - Additional discussion to follow at coming meetings | |
| 3.4 | Roster & Product Guide Stacie S. advised that Yuka Narisako will be helping out with the committee. | |
| 3.5 | On-line Roster & Product Guide Database – first test run of the Apricot Web software and update on adding the online option | Kevin D / Steve R |
| 3.6 | Treasurers Update & Financial Review Stacie advised all to submit reimbursement information to Bill Garvey - Stacie S. reviewed Treasurers report | BOG to review Treasurers Report and provide comments |
| 3.7 | Energy 2030 on the Road Campaign - No discussion | Stacie S. Table to a later date |
| 3.8 | 2015/2016 Chapter Meeting Schedule update – Mark L gave update | |
| 3.9 | 2015/2016 Distinguish Lecturers Stacie advised that all DL's are in place for 2015/2016; Mike Gilroy will confirm. | Mike G. |
| 3.10 | Corporate Sponsorships/ Event sponsorships - Stacie S updated BOG, we have 7 sponsors not including Gold by RDK, Total of \$13500 raised in corporate funds for the year so far. Will be recognized sponsors at every event, banner, name tags and presentation. | |
| 3.11 | Potential Brewery Tour – April 2016 | Mike G and Mark L. to look into |
| 3.12 | Hall of Fame Designed Chair? Teri S. recommends separate chair, one person to handle it. Based on group decision : stay with President elect to handle the hall of fame and getting help from others | Stacie S. |
| 3.13 | Appreciation Plaque for Donna Harrington/ Website Steve R. to present award in December meeting | |
| 3.14 | Chapter Treasurer - Rotation options and ideas? Dan D. Place treasurer position in rotation is not good idea | Stacie S. Will send out an email looking for ideas |
| 3.15 | Boston Chapter Social Media – - Andrew K. LinkedIn up and running, Twitter@ASHRAEBoston, will send out info to the BOG. Created a Gmail, did ASHRAEBostonPromotional - Facebook not done will try get done by next meeting | Andrew K to forward email on the different media and update BOG |
| 3.16 | High Profile advertisement - Stacie S. brief Product Show committee about High Profile marketing advertisement | Stacie S. updated BOG , Andrew K./ to talk to Tom from High Profile |
| 3.17 | PAOE - Stacie S. - Please update your PAOE points , all chairs | |
| 3.18 | Chapter dues: Increase from \$40 to \$50 per person (Mari Ingram at Society) - | Stacie S confirmed that this is in affect |
| 3.19 | Supporting Life member(s): Anand Seth (helping with RP) with Reg. for meetings - Use Sponsorship to pay, but will be a case by case situation for | Dan D. motion to pay for Anand S meal cost, Steve T second |

| | other life members | |
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| 3.21 | Other New Business – Chapter Chairs? - Steven N. – Covered Code and Standards Justin M, (YEA) Co gen tour in November 12 , Networking event in December, Corn hole tournament in January | |
| 3.22 | Dan D. Thanks everyone for donating to Research Promotion | Dan D |
| 3.23 | Chapter Program Evaluation, please fill out. Is required by Region I/Society | Steve B |
| 3.24 | Seeking a member that speaks Portuguese to mentor a member from Brazil that will be moving to the Boston area | Dan C |
| 3.25 | Building Energy Modeling Professional Certification test | Eric S. |
| 4.0 | Adjournment Meeting adjourned at 5:50 PM - Steve T. motioned, Justin M. seconded | |