



ASHRAE – Boston Chapter Board of Governors

November 10, 2015 Meeting Minutes

Meeting Date:	November 10, 2015
Meeting Name:	November Board of Governors (BOG) Meeting
Attendees:	Teri Shannon, Dan Diorio, Erin Popa, William Tang, Darcy Carbone, Mark Leonard, Daniel Carington, Jim Liston, Mike Gilroy, Kevin Doty, Steven Rosen, Yuka Narisako, Jeff Schultz, Bob Persechini
Distribution:	All Chapter Officers and BOG Members

Item No.	Item Description	Action/Resp./Due Date
1.0	Opening Remark William Tang called meeting to order at approximately 4:34 pm	
2.0	Old Business	
2.1	The October Meeting minutes were approved	BOG/Officers
2.2	2015 Boston Chapter Hall of Fame – Bill Garvey will be officially inducted Ceremony PPD until next month when Bill can attend meeting	
2.3	Website Redesign – update website re-design, Discuss about results of testing of new website (\$130 per month, professional, 2000 contacts, 25 admins), website address: https://ashraeboston30.wildapricot.org Kevin D reviewed new website with BOG. Website hosting monthly fee included email distribution and meeting registration. Erin Popa will switch from current email distribution platform.	
2.4	New Product & Energy Show - Jeff S, proposed possible raising booth price up an additional \$50.00 as well as charging for seminar rooms BOG approved \$975 for one table, and \$925 for multiple tables	
2.5	2015 CRC – Boston Chapter Award Recognition (November Meeting) Will Tang to announce awards received at CRC during meeting	
2.6	2016 Boston Chapter Golf Tournament – Strategy Changes	Will T, table until next month
2.7	Roster & Product Guide – Chair update <ul style="list-style-type: none"> Produce guide, vendors and consulting firm can pay their line card though PayPal online Still except check as last year Product guide list vendor file out categories has been simplified and condense 	Yuka N, will have Product Guide done by second week of January
2.8	Energy 2030: on the Road Campaign	Christine R not available for update
2.9	Potential Brewery Tour – Eric Edman is looking into an April tour at Jack’s Abby Brewery	Mike G/Mark L

3.0	Appreciation Plague for Donna Harrington/Website – December meeting Steve R , Plague should have been mailed out, will check with Stacie S if she received it.	Steve R
3.1	Chapter Treasurer – Rotation options and ideas	Will T Table to next month
3.2	Boston Chapter Social Media – Facebook?	Will T Table to next month
3.3	YEA Facebook	Andrew Krenning not available for update
3.4	High Profile advertisement	Will T Table to next month
3.5	Provide list of Appreciation award(s) Dan D, Do appreciate during instillation of officer, VP to get list of name of recipients	BOG, Chairs, Officers, to provide list of recipients
3.6	Update Corporate Sponsorships/Event sponsorships	Will T, no update as yet
4.0	New Business	
4.1	Treasurer's Update & Financial Review (Refer to print out) BOG/Officer reviewed.	
4.2	Update November /December Meeting Information Joint meeting with IAQA <ul style="list-style-type: none"> Tech session and main presentation approved for 1 PDH credit December meeting looking to get approval for 1 PDH credit for both tech session and main presentation 	
4.3	Review and approve Bylaws for Boston Chapter (Refer to print out) -Dan D and BOG reviewed Bylaws -Teri S, we should send our copy of our Bylaws -Dan D, clarify from Region 1 what they are asking for, are they looking for a chapter Bylaws of what we do, currently looks like Bylaws on website. What latitude do we have in changing it to reflect how we do things in the Boston Chapter	Will Tang due by 11/20 to Society, have Stacie Suh to send current chapter bylaw to Region 1 for review and modification
4.4	PAOE Reviewed and members will update accordingly	Will T/all chairs
4.5	MBO Review (Region 1 goal for Boston Chapter) <ul style="list-style-type: none"> Revise website and have it live by the end of January 2016. Hold chapter meeting in Boston as well as Waltham. Get corporate sponsors to help defray cost of meetings. Increase attendance at monthly meetings by 1% Increase chapter dues members payment by 1% 	
4.6	Membership update: 10 members to goal - Dan C, Currently met our goal but need to retain members	
4.7	Update from RP chair: RP donor night - Dan D, Have list of donors, will call out the donors tonight and show our appreciation	
4.8	ASHRAE xChange discussion for Boston Chapter -Kevin D will register an Exchange login account for ASHRAE Boston. He will create a forum for the chapter and place it on the home page of the new website.	
4.9	Other New Business – Chapter Chairs? Dan D, -Last years as Student Committee Chair. Jeff S –Have to get move engineer to the Product Show, mostly vendors in attendance, need to contact other organization, owners, facilities people, etc.	

5.0 Adjournment

Meeting adjourned at 5:39 PM - Dan D. motioned, Teri S. seconded