



ASHRAE – Boston Chapter Board of Governors

December 8, 2015 Meeting Minutes

Meeting Date:	December 08, 2015
Meeting Name:	November Board of Governors (BOG) Meeting
Attendees:	Stacie Suh, Dan Diorio, Erin Popa, William Tang, Mark Leonard, Daniel Carington, Jim Liston, Mike Gilroy, Kevin Doty, Steven Rosen, Jeff Schultz, Bob Persechini, Bill Garvey, Tom Watson, Christine Reinders, Justin Mole, Joe Dessault
Distribution:	All Chapter Officers and BOG Members

Item No.	Item Description	Action/Resp./Due Date
1.0	Opening Remark Stacie S called meeting to order at approximately 4:34 pm, introduced Guest Speaker and Past National President Tom Watson	
2.0	Old Business	
2.1	The November Meeting minutes were approved by the BOG.	
2.2	2015 Boston Chapter Hall of Fame – Bill Garvey will be officially inducted. Darcy Carbone to present Bill G with plaque.	
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 reviews the new website and functions, BOG provided feedback. Goal is to be up by January. -	
2.4	New Product & Energy Show - AEE partnership – March 9-10 GlobalCON show at Hynes Convention Center, Booth provided by AEE to Boston Chapter, Boston Chapter to provide booth at Product show. - Jeff S to reach out to more engineers to attend show.	
2.5	2016 Boston Chapter Golf Tournament – Strategy Changes, agree to do full scramble for golf tournament. Cut back of prize give away for raffles.	Steve N, Jim L, and Bill G to present something tentative in February to the BOG
2.6	Roster & Product Guide – Chair update - Yuka N to update at next meeting	
2.7	Potential Brewery Tour – Jack’s Abby is planned for April 21, for a tour of 40 attendees, similar to pass brewery events.	Mike Gilroy to reserve date with brewery
2.8	Appreciation Plaque for Donna Harrington / Website - Donna will not be able to attend meeting, Stacie will take her out to dinner and present Donna with her plaque.	
2.9	Chapter Treasurer – Rotation options and ideas, - BOG agrees that Treasurer shall remain out of the	Bill G to confirm check amount requiring two

	<p>Presidential rotation Position shall be held for a minimum of 2 years and a maximum of 4 years BOG and Officers shall begin search for next Treasurer</p>	signatures
2.10	<p>YEA Facebook/Boston Media No update</p>	
2.11	<p>High Profile advertisement Andrew W. BOG moves and approves that High Profile Magazine give us 2 half page for the month of February/March in their publication for a table at our April Product Show</p>	
2.12	<p>Chapter Appreciation Awards Officers, BOG, Committee Chairs, and Committee Members to receive Chapter Appreciation Certificates</p>	BOG, Chairs, Officers, to provide list of all recipients by March
2.13	<p>Update Corporate Sponsorships/Event sponsorships Current profit of \$7,213.40 \$2,100 to Research Promotion</p>	Bill Garvey to update
2.14	<p>Meeting cost comparison/details, Embassy vs MMC Mark Leonard reviewed his price comparison Comparison proving that cost of meeting locations is similar</p>	
2.15	<p>Boston Chapter Bylaws Modified bylaws have been approved by Society and will be posted to the Boston Chapter website</p>	
2.16	<p>MBO Review (Region 1 goal for Boston Chapter)</p> <ul style="list-style-type: none"> Review website and have it live by the end of January 2016 Increase attendance at monthly meetings by 1% <p>Increase chapter dues members by 1%</p>	
3.0	New Business	
3.1	<p>Treasurer's Update & Financial Review (Refer to print out) -BOG/Officer got a detailed review of Treasury Report from Bill G. -Discussed setting up a Scholarship Foundation as a 501(c)(3) organization for the Chapter</p>	Steve N
3.2	<p>Update December Meeting Information Joint meeting with ASPE</p> <ul style="list-style-type: none"> Tech session and main presentation approved for 1 PDH credit December meeting looking to get approval of 1 PDH hour for both tech session and main presentation 	Mark Leonard
3.4	<p>PAOE Review points and update accordingly</p>	All chairs
3.5	<p>Membership update: 10 members to goal</p> <ul style="list-style-type: none"> Dan C, Currently met our goal but need to retain members Membership currently at 1046 	Dan C
3.6	<p>New Camera/publicity - BOG discussed the idea of purchasing a new camera</p>	Andrew L to look into price etc.
3.7	<p>New Laptop BOG discussed the idea of purchasing a new laptop Consensus is that it provides little value; everyone, including presenters has their own</p>	
3.8	<p>Employer Recognition event – Regional Stacie S. proposed the idea of having an Employer Recognition night for employers that support ASHRAE, specifically with encouraged employee attendance at monthly meetings. Will T to look into plague to honor employer who sends the most members to meeting.</p>	Stacie to provide more details about the date and the program
3.9	<p>Other New Business – Chapter Chairs? Dan D, -Last years as Student Committee Chair. Jeff S –Have to get more engineer to the Product Show, mostly vendors in attendance, need to contact other organization, owners, facilities people, etc.</p>	

4.0 **Adjournment**

Meeting adjourned at 5:46 PM - Mark L. motioned, Jim L. seconded