

ASHRAE Champlain Valley Chapter Meeting Minutes

December 6, 2017 Holiday Inn, S. Burlington, VT

These draft minutes must be approved by this committee to be the official approved record.

Note: For votes concerning standards actions all members must be given an opportunity to vote. In the event all members are not present at the meeting a letter ballot will be sent to the absent members to vote, that will include all negative votes at the meeting and a Chair's response. In the event negative votes are received during the continuation ballot a recirculation ballot will be conducted.

Negative voters with comment on publication public review votes will be given an opportunity to appeal once the Board of Directors has approved the document for publication. Negative voters who do not comment **will not** be offered a right to appeal.

Attendees (include voting members and guests)

| Name | Title | Organization | Present |
|-------------------|--------------------------|--------------|---------|
| Brent Weigel | President | Hallam | X |
| Nick Thiltgen | President Elect | VEIC | X |
| Charlie Carpenter | Vice President | VEIC | X |
| John Kubacz | Secretary | VHV | X |
| Leo Sprinzen | Student Activities Chair | VMI | X |
| Blaine Conner | BOG | VMI | X |
| Shawn Labelle | BOG | VHV | X |
| Tom Zoller | BOG | Trane | X |

Approval of minutes from last meeting

Approval of November meeting minutes . not motioned

Meeting to Order: 4:14 pm

New business

- Money Matters
 - Review of November meeting, 43 attendees
 - Expenses: \$1,263.36
 - Revenue: \$1,330.00
 - (4) no shows, (2) which paid
 - Discussion of recovery of missing revenue
 - Credit card payment system for meetings and events
 - Survey results
 - Inconclusive results 50/50
 - Discussion and Decision
 - Vote via email on system of payment
 - Chapter Sponsorship Plan
 - Committee, levels of sponsorship, outreach
 - Committee: Brent Weigel, Blaine Conner & Tom Zoller

Minutes submitted by: John Kubacz, 12-11-2017

Minutes approved on: [Date]

- Meeting Matters
 - January Meeting: Lunch Seminar
 - Distinguished Lecturer IAQ
 - Blaine Conner motions to increase meeting fees:
 - \$50 non-members
 - \$40 Members
 - \$30 Students
 - Second: Charlie Carpenter
 - All Approve
 - Charlie Carpenter motions to cover (2) night hotel cost of \$300
 - Second: Blaine Conner
 - All Approve
 - Membership promotion Night: Month ?
 - June Event: Committee
 - Brent Weigel, Blaine Conner & Charlie Carpenter
 - History Meeting in Spring: Month ?
 - Logistics for tonight's meeting
- Open format discussion
 - VTC request additional funds for Winter meeting and Region I dinner
 - Formal request and budget from VTC
 - \$1000 for student flights and admission charges for (3) students
 - \$1000 for students to attend Region I dinner
 - Approval via email vote

Adjournment

- Time: 5:10