



## Meeting Minutes

Date: 01/12/2021

1. **CALL TO ORDER**
  - a. Time – 4:35 p.m.
  - b. Location – Goto Meeting
2. **ROLL CALL**

Role	Name	Company	Present
President	Greg Deutscher	VHV	x
President Elect, CTTC	Tate Colbert	CX Associates	x
Vice President, CTTC	Leo Sprinzen	VT Mechanical	
Secretary, YEA	Mallory Fisher	VHV	x
Treasurer	Charlie Carpenter	VEIC	x
BOG	Mary Jane Poynter	VEIC	x
BOG	Brent Weigel	Hallam ICS	
BOG	Rob Ward	VHV	
Government Affairs, BOG	Dick Wilcox	VHV	
Electronic Communications	Rachael Mascolino	VEIC	
Research Promotion, BOG	Nick Thiltgen	D&K	x
Student Activities, BOG	Dillon Delano	NE Air Systems	x
Historian	Michael Cook	ARC	
Membership Promotion	Leo Sprinzen	VT Mechanical	x

3. **APPROVAL OF MINUTES** – Approval of previous meeting minutes
  - a. December meeting minutes need approval
4. **REPORTS**
  - a. **President** –
    - i. Chapter Assessment – Sent to Society.
    - ii. Checked on dues paying members – Currently 85 paid (Society Charged based on 93)
    - iii. Regenerate current delinquency list – Having issues generating delinquency report. – Greg/ Leo to generate list.
  - b. **Secretary** – Will summarize monthly meetings for Newsletter.
  - c. **Treasurer** – Balance is **\$14,252.09** (as of January 2020) (Includes sponsorships of 2 gold 1 bronze)
    - i. Goals for FY 2020/2021
    - ii. Budget Approval
  - d. **CTTC** – Fund raising, PDH Certificates, and events.
    - i. Review of December Chapter meeting (Tate to update/verify)
    - ii. Reminder to keep Basecamp up-to-date with meeting information
      1. January - Gordon Sharp – ASHRAE DL
      2. February – Open
      3. March- Matt Napolitan & Walker Calderwood
      4. April – ASHRAE Webinar
      5. May – Open
      6. June - Open
    - iii. Sponsorship logos - reference Nicks spreadsheet on G-Drive.
    - iv. Plan to display before lecture begins.



- v. Need February meeting – Tate not getting much for a response.
    - 1. Possible Greg Libert expert witness idea?
  - e. **EC – Newsletters, Website, Social Media**
    - i. Send headshots to Rachael.
    - ii. Updated website information for sponsors.
    - iii. Give presentation schedule, lecturer, topic and date to Rachael to be uploaded to website
  - f. **RP/Sponsorship –**
    - i. Sponsorship goals
    - ii. Research Promotion
      - 1. Has the full circle update been made to the website? - Yes
        - a. Rachel to posted about membership for 2020 December 12-06-2020
        - b. After, Nick to go over with membership promotion during meeting.
      - 2. Checklist to keep track of sponsors and number of meetings where logos are displayed.
    - iii. Greg to display logos on January meeting 1/13/2021
      - 1. Not displaying unpaid sponsorships during meeting
      - 2. Display a PDF with logos.
      - 3. Email blast with sponsored companies.
  - g. **GAC – Monthly updates**
    - i. Latest GAC article uploaded?
  - h. **Student Activities – Budget and involvement.**
    - i. Any further information on Student Activities or YEA?
    - ii. Andrew (VTC) sent out info for meeting tomorrow. (5) members Students to go to the virtual Exposition.
  - i. **Historian – Charter states October 1970 was CVC's beginning.**
    - i. Updates on the 50<sup>th</sup> Anniversary – Not happening this year due to pandemic.
    - ii. Potential candidates to backfill Mike.
  - j. **MP – New members and delinquents**
    - i. Delinquent members report generator not working. Last checked, 15 delinquents.
      - 1. Greg / Leo to regenerate list.
    - ii. Jason R. Urso joined our meeting.
      - 1. Society (57,400) march decline (53,000 members low of 2013) Now 53,000 members Regional Chapter. Our chapter - 2016 134 members 2021 127 members
      - 2. Managing delinquent members: keeping up with delinquent members
      - 3. Hardship notice: payment of dues if they cannot pay for membership – ASHRAE will grant a free membership – member needs to call ASHRAE directly – make a hardship case to help with delinquent numbers. Can cancel memberships.
      - 4. Leo to contact delinquent members and share the hardship notice. Email and calling to explain hardship notice.
      - 5. Retirement rates – retired member rate
  - k. **YEA – YEA involvement and activities**
    - i. Similar to MP, how do we solicit young engineers?
    - ii. Additional Events? – Ski Event?
      - 1. Mallory to set up a casual fun ski/ride
5. **New Topics – Missing “Treasurer” CIQ position (Email from Society)**
6. **ADJOURNMENT – 5:21**

#### Acronyms, For Reference

BOG – Board of Governors

CTTC – Chapter Technology Transfer Committee

GAC – Government Affairs Committee



RP – Research Promotion  
MP – Membership Promotion  
ECC – Electronics Communications Committee  
SAC – Student Activities Committee  
YEA – Young Engineers in ASHRAE  
CRC – Chapters Regional Conference  
CIQ – Chapter Information Questionnaire  
MBO – Management By Objective  
PAOE – Presidential Award of Excellence