



**Rochester Chapter - ASHRAE**

**Board of Governors Meeting**

**December 8, 2017 @ 7:30 AM**

**Day Automation, 7931 Rae Blvd, Victor, NY 14564**

**Meeting Minutes**

|   |                       |   |
|---|-----------------------|---|
| X | Bill Clark            | President / CRC Alternate                                       |
| X | Paul Kenna            | President Elect / Program                                       |
| X | Tom Streber           | Treasurer   |
| X | Mike Benedict         | Secretary   |
|   | Jeff Close            | Immediate Past President & Nominating /<br>CRC Delegate         |
|   | Sam Scorsone          | Board of Gov. (3) & Refrigeration Co-Chair                      |
|   | Steve Dear            | Board of Gov. (3) & Website Chair                               |
| X | George Herman         | Board of Gov. (2) & Membership Promotion<br>Chair (MP)          |
| X | Marjani Wilson        | Board of Gov. (1) & Grassroots Government<br>Advocacy Co-Chair  |
|   | Jeff Wiedrick         | Board of Gov. (1) & Chapter Technology<br>Transfer Chair (CTTC) |
| X | Matt Kremers          | Board of Gov. (1) & Young Engineers in<br>ASHRAE Chair (YEA)    |
| X | Brett Fryover         | Attendance Co-Chair   |
|   | Tim Duprey            | Attendance Co-Chair   |
|   | Jake Hall             | Historian Chair   |
|   | Scott Edwards         | Newsletter Editor   |
| X | Matt Devlin           | Resource Promotion Chair (RP)                                   |
| X | Rob Hudson            | Student Activities Chair (SA)                                   |
|   | Al Rodgers            | Awards & Recognition Chair                                      |
|   | Bill Murray           | Education   |
|   | Mark Kukla            | Publicity   |
|   | Jim Browe             | Picnic/Golf Chair   |
|   |                       | Buyers Guide  |
| X | Jody McGarry          | Valentine's Dinner Dance  |
|   | Mike Nohle            | Refrigeration Co-Chair  |
|   | Tom Burke             | Grassroots Government Advocacy Co-Chair                         |
|   | Jaimee Wilson         | Women in ASHRAE   |
|   | Michelle<br>Sommerman | Women in ASHRAE   |

- |   |               |
|---|---------------|
| 1. Call to Order  | Bill Clark    |
| • 7:34  |               |
| 2. Roll Call  | Mike Benedict |
| 3. Review and Approval of Previous Meeting Minutes  | All           |
| • Motion - Tom, Second - Paul   |               |
| 4. Treasurer  | Tom Streber   |
| • Current Statement Balances  |               |
| • PayPal Account Updates  |               |
| 5. President Elect/Program  | Paul Kenna    |
| • Schedule  |               |
| i. PDH approved for Monday  |               |
| ii. All scheduled through March meeting   |               |
| • Evaluation forms  |               |
| 6. Attendance   | Bret Fryover  |
| • Current reservations  |               |
| i. Just under 50 for Monday's meeting - so far  |               |
| • Tracking members vs. non-members  |               |
| • There may be opportunity to increase efficiency by integrating the website                    |               |
| 7. CTTC Report  | Jeff Wiedrick |
| • Project submission by April 1, 2018   |               |
| 8. Membership Report  | George Herman |
| • Current members   |               |
| i. 288  |               |
| ii. 4 new   |               |
| 9. Student Activities Report  | Rob Hudson    |
| • Student chapter   |               |
| i. Working on meeting with RIT  |               |
| 1. Has student interest   |               |
| 2. Working with students on senior design project   |               |
| ii. MCC currently stagnant but still working in it  |               |
| • Do we need volunteers for February Engineer's week?   |               |
| i. Could use more volunteers  |               |
| ii. Collecting old ASHRAE books for donation to schools / colleges                              |               |
| iii. Local high schools have interest   |               |
| iv. SUNY Oswego also interested   |               |
| v. Hit harder after the new year  |               |
| • Ed Burns is working on setting up a meeting between ASHRAE members and MCC staff.             |               |
| 10. Education Report  | Bill Murray   |
| • Scholarship   |               |
| i. Drafted letter to RES approved unanimously (with the addition of ME as well as MET students) |               |
| 11. YEA Report  | Matt Kremers  |
| • 2017-18 Events  |               |

- i. YEA tech session looking to immediately precede or proceed the January lunch meeting
  - ii. Evening tech session on controls - March
  - iii. Leadership weekend is advertised
  
- 12. Awards & Recognition Report Al Rodgers
  
- 13. Resource Promotion Report Matt Devlin
  - Current vs. Goal
  - Donor Recognition Banners
    - i. For Monday's meeting (Donor recognition)
  - Full circle met
  
- 14. Refrigeration Report Mike Nohle/Sam Scorsone
  - Refrigeration Meeting planned for December
  
- 15. Grassroots Government Advocacy Report Marjani Wilson/Tom Burke
  - Planned activity
    - i. Area Grassroots committee chairs meeting in Albany
    - ii. Grassroots webinar for PAOE in April
    - iii. Newsletter presence
  
- 16. Newsletter Report Scott Edwards
  - Committee submissions
  - Newsletter deadline
  - RES deadline
  
- 17. Buyers Guide TBD
  - Move to business card adds for newsletter and website
    - i. Approved unanimously
  
- 18. Historian Report Jake Hall
  - Planned activity November
  
- 19. Publicity Report Mark Kukla
  
- 20. Website Report Steve Dear/Kevin Wind
  - Coordinate updates with Kevin
  
- 21. Nominating Report Jeff Close
  - Committee is formed
  - (3) speakers lined up for Symposium
  
- 22. Valentines Dinner Dance Report Jody McGarry
  - Schedule & Venue - Strathallan rooftop is leading option
  - Sponsorship letters distributed
  
- 23. Golf/Picnic Report Jim Browe
  
- 24. Women in ASHRAE Jaimee Wilson/Michelle Sommerman
  
- 25. Presidential Award of Excellence (PAOE)
  
- 26. New Business:

27. Old Business:

- 2016-17 Audit and Audit Committee
- Lynn Bellenger Hall of Fame Award
  - i. Jan. 20<sup>th</sup> at Winter meeting

28. Set next BOG Meeting date / time / place.

- Friday, January 5 @ 7:30 AM, Day Automation Office

29. Adjourn

- 8:38