Meeting Minutes

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

2. Roll Call  
   Mike Benedict

3. Review and Approval of Previous Meeting Minutes  
   All
   • Motion - Tim, Second - Paul

4. Treasurer  
   Tom Streber
   • Current Statement Balances
   • 2017-2018 Budget
     i. Budget items have been allocated for various committees and education, check for availability!
     ii. Motion - Jeff, Second - Brett

5. President Elect/Program  
   Paul Kenna
   • Schedule
   • Gift & Thank You cards
     i. $25 Visa gift card
   • Evaluation forms

6. Attendance  
   Bret Fryover
   • Current reservations
     i. 47 - (117 last year) PDH approval should help, last week before event is rush
   • Tracking members vs. non-members
     i. Set up to do so. Challenging for clam and golf as companies buy several tickets without names attached
   • Award for perfect attendance in 2016-17
     i. Does board approve of $50 gift card?
       1. Unanimous approval for 2016-2017 (one recipient)

7. CTTC Report  
   Jeff Wiedrick
   • Project submission by April 1, 2018
     i. Should we put a flyer together to advertise for project awards?
     ii. Early to push it but we need to start thinking about how to get more submissions
     iii. Qualified project timeline - needs occupancy by 9/2017. Applications can be submitted early.
     iv. Newsletter article to be submitted next month
     v. Time at the October meeting will be set aside for CTTC awareness with flyers and additional info on tables

8. Membership Report  
   George Herman
   • Centralized Training
     i. Flying to Atlanta tonight (if Hurricane Irma allows) training scheduled for tomorrow
     ii. CRC training last month
   • Started on membership advancement
   • Current members
     i. 279 Total
     ii. 94 Associate
     iii. 31 Student

9. Student Activities Report  
   Rob Hudson
   • Student chapter
     i. Waiting for school to start - now ready to continue pressing MCC and RIT
ii. Looking forward to February Engineers Week
iii. Possible budget allocation for future

10. Education Report
   Bill Murray
   • Scholarship
     i. Jeff Close in communication with RES to manage funds, applications and awards.
     ii. Board will review RES information and original intent of donors.

11. YEA Report
    Matt Kremers
    • 2017-18 Events
      i. Fall social
      ii. Leadership weekend
      iii. Controls tech section?
      iv. Duct sizing / fan selection? Combine with student activities?
    • Contact list update

12. Awards & Recognition Report
    Al Rodgers
    • Awards from CRC to be presented at clambake

13. Resource Promotion Report
    Matt Devlin
    • Current vs. Goal
      i. Goal increased by society
      ii. Currently 54%
      iii. Gray Metal Golden Circle donor again!
    • Full Circle Contributions
      i. Due 11/15/17
      ii. Looking for two volunteers to dedicate toward scholarship
         1. Paul
         2. Bill
    • Donor Recognition Boards
      i. (2) Prototypes provided, one for Gray, one for Major donors and Honor Roll
      ii. $150 voted on and approved for banners
    • Combining efforts on sponsorships? - corporate sponsorships available to sponsor all yearly events with one check.
      i. Alleviate solicitations

14. Refrigeration Report
    Mike Nohle/Sam Scorsone
    • Refrigeration Meeting
      i. December - Michael Collins from Eagle Bay
    • Working on refrigeration night in April

15. Grassroots Government Advocacy Report
    Marjani Wilson/Tom Burke
    • Marjani attended CRC
    • Planned activity
      i. “Day on the Hill” - meet with local officials
      ii. Reviewed PAOE and MOPS

    Scott Edwards
    • Committee submissions
    • Newsletter deadline
    • RES deadline

17. Buyers Guide
    TBD
• How should we proceed with this?
  i. Has an interested individual
• Should we rename to Sponsors and do business card ads?
  i. This seems to be a more appealing option

18. Historian Report  
   Jake Hall
   • Planned activity
   • Sent board to CRC

19. Publicity Report  
   Mark Kukla

20. Website Report  
   Steve Dear/Kevin Wind
   • Coordinate updates with Kevin

21. Nominating Report  
   Jeff Close

22. Valentines Dinner Dance Report  
   Jody McGarry
   • Schedule & Venue
     i. Looked at 4 places
        1. Winter Garden at Monroe’s - B&L
           a. Strict requirements with long lead times
        2. Strathallan Rooftop
           a. Leading option
           b. Waiver of administrative fee would be processed as donation with recognition
        3. Hyatt
           a. Not impressed
        4. Century Club
           a. Too small

23. Golf/Picnic Report  
   Jim Browe
   • Push event back a week(s)?

24. Presidential Award of Excellence (PAOE)  
   • Committee chairs - stay abreast

25. New Business:
   • MBOs
     i. Due to Bill
     ii. Due to RVCs by 10/1/17
   • George - October speaker wondering about logo removal
     i. Title page and contact info pages only and will receive recognition at introduction

26. Old Business:
   • 2016-17 Audit and Audit Committee
     i. Paul to reach out
   • Lynn Bellenger Hall of Fame Award Nomination
   • Centralized Regional Conference (CRC)
     i. Four from Rochester attended.

27. Set next BOG Meeting date / time / place.  
   • Friday, October 13 @ 7:30 AM, Day Automation Office

28. Adjourn 9:05