

Date: 10/5/2016

Location: Holliday Inn, South Burlington, VT

Called to Order: 4:03 PM

Called to Order By: Blaine Conner

Minutes Recorded By: Charlie Carpenter

ATTENDANCE:

Name	Title	Organization	Present
Blaine Conner	President	VMI	x
Brent Weigel	President-Elect	Hallam	x
Nicholas Thiltgen	Vice President	VEIC	x
Charlie Carpenter	Secretary	VEIC	x
Jeremiah Trombly	Treasurer	MAS	
Nathan Mascolino	BOG Member	VHV Company	x
Rob Ward	BOG Member	VHV Company	x
Mike Cook	BOG Member	ARC Mechanical	x
Shawn Labelle	BOG Member	VHV Company	x
Dick Wilcox	BOG Member	VHV Company	x
Rob Favali	BOG Member	Dubois & King	
Tom Zoller	BOG Member	Trane Inc.	x

OFFICER'S REPORT

1. **Approve Minutes**
 - a. Nathan M moves to approve last meeting (August) minutes. Motion passes.
2. **Treasurer's Report – Jerimiah**
 - a. Current Status – \$15,570.80 accounts reconciled
 - i. Not including \$500 from CTI (golf event) and September chapter income.
 - b. Blaine to distribute Budget for review and approval via Email
3. **Audit Update – Tom**
 - a. Tom Z., Jeremiah T., and Peter B. audited the financial records and there were no issues found.
 - i. Report submitted to the RVC as required
 - b. Tax exempt form needs to be sent into IRS in November
4. **Membership Promotion**
 - a. Awards to be handed out at tonight's meeting for \$100+ contributors last year.
 - b. RP night set for the November Chapter meeting. ASHRAE has template presentations to use.
5. **Updates from Committee Chairs**

- a. **Technical Glitches [Blaine]:** Chairs have had trouble logging into ASHRAE account; the problem should be resolved so Chairs should attempt to log on. Blaine updated each chairs PAOE list to reflect current points.
 - b. **GGAC [Dick]:** Article will be completed for the newsletter. Dick noted that the MoE effort has reach New Jersey; ASHRAE has sent a lobbyist.
 - c. **History [Mike]:** VHV has a large stockpile of old CVC ASHRAE files, photos and chapter information. There is a need to sort through the documents and see what should be electronically scanned for archive.
 - i. Saturday February 18th set for CVC members to sort at VHV.
 - ii. Find out what the costs will be to scan large amount of material.
6. **Awards Committee**
- a. Tom D. has graciously accepted the role of this committee chair.
7. **New Business**
- a. **New banner stand:** If Rob W. cannot get a donated banner stand we will need to approve money to purchase a new one.
 - b. **Meeting Schedule:** Brent has published schedule on Google Sheet.
 - i. Switchback Tour set as a secondary November meeting on a Saturday. Joint meeting with VTC student chapter; interest in making this a YEA event. Offer for free to participants and pay for own food/drink.
 - ii. Breadloaf Corporation has a couple ideas for tours:
 1. Otter Creek Brewery expansion as Bill Atkinson designed the steam system.
 2. The Middlebury Town Office is Net Zero Ready and could be tied into brewery or a stand-alone tour option.
 - iii. Nathan suggested touring the new VPR building and having our monthly meeting offsite in their large conference room. Building is Net Zero.
 - iv. Open months are currently December and June.
 - v. Hesitation to have Tailgate Vendor Show again as traffic was low last time. Lots of preparation required. Suggested to have only every 4-5 years.
 - c. **Young Engineer Applications:** Our chapter should nominate a member. Must be 35 years old and hold a PE license; active in community and volunteer a plus.

MOTION TO ADJORN

- a. A motion was made by Rob Ward to adjourn the meeting. It was seconded by Nathan M. and the motion was carried. The meeting adjourned at 4:46 pm
- b. Next meeting will be before Nov 2nd Chapter meeting at the Holiday Inn.

cc

These minutes are the writers understanding of the discussions involved. If there are any exceptions taken, or omissions, please notify the writer immediately.