



## Meeting Minutes (May meeting)

Date: 06/08/2021

1. **CALL TO ORDER**
  - a. Time – 4:35
  - b. Location – Go to meeting
2. **ROLL CALL**

Role	Name	Company	Present
President	Greg Deutscher	VHV	X
President Elect, CTTC	Tate Colbert	CX Associates	
Vice President, CTTC	Leo Sprinzen	VT Mechanical	X
Secretary, YEA	Mallory Fisher	VHV	X
Treasurer	Charlie Carpenter	VEIC	X
BOG	Mary Jane Poynter	VEIC	
BOG	Brent Weigel	Hallam ICS	X
BOG	Rob Ward	VHV	
Government Affairs, BOG	Dick Wilcox	VHV	X
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	X
Membership Promotion	Leo Sprinzen	VT Mechanical	X

3. **APPROVAL OF MINUTES** – Approval of previous meeting minutes
  - a. April meeting minutes need approval – Meeting Minutes Approved.
4. **REPORTS**
  - a. **President** –
    - i. Enter PAOE Points – Monthly reminder.
    - ii. Budget Approval – Last \$50 Raffle will be awarded at the June 2021 meeting?
    - iii. Updates from nominating committee regarding 2021-22 slate – Survey Results
    - iv. ASHRAE 2021-22 Meeting Locations – Department of Labor RFQ?
    - v. Ray Keller –
      1. Suggestions to commemorate his life. Add obituary to newsletter. Greg to pass along CEE information to Mike C.
        - a. historian to do article to publish in newsletter.
        - b. ASHRAE CVC donation (gift in his memory) to CEE fundraiser. Donation (\$1,000) discussed. Motion was made and approved. Open Opportunity for Members to individually contribute.
        - c. Share link to rest of members and call for donation.
        - d. Donate a golf “hole” in memory of Ray.
  - b. **Secretary** – Will summarize monthly meetings for Newsletter.
  - c. **Treasurer** – Balance is \$14,852.09 (as of January 2020)
    - i. What needs to happen between June and August (Off Season)
    - ii. Budget Approval\*
    - iii. Credit to sponsors who did not get mentioned during June’s Meeting.
      1. Tate, Greg, and Charlie to go over next year’s budget.



2. Audit happens before CRC. Schedule audit for end of July. (Year ends June 31<sup>st</sup>)
  3. Audit committee – two non-chapter meeting, not on BOG or officer and treasurer. Quick books to match bank statement.
  - d. **CTTC** – Fund raising, PDH Certificates, and events.
    - i. Update on remaining monthly meetings and the scheduled lecturers
    - ii. Sent out PDH certificates.
    - iii. Tate to touch base with Charlie about reimbursement for lodging and travel.
    - iv. Fun event for June?
      1. Possibility of event in September?
      2. Restrictions are lifting, possibility of an outdoor event.
      3. Look at figuring out where we are going to be meeting in the Fall. Greg to meet with Tate and others to figure out where we will be meeting.
        - a. Waiting to hear back from RFQ inquiries and availabilities for meetings.
  - e. **EC** – Newsletters, Website, Social Media
    - i. Any end of year announcements that should be posted on the website?
    - ii. Linked or embedded articles
    - iii. Announce Nigel Churchill Involvement to the BOG
  - f. **RP/Sponsorship** –
    - i. Sponsorship Updates
      1. \$4,000 goal @ \$3,700 – we are in good shape and are expected to exceed sponsorship.
      2. Sponsors will carry over to 2021-22 due to late involvement.
      3. Nick to reach out to sponsors to let them know when they will be recognized with the late involvement.
    - ii. Charlie received bronze level sponsorship – EW Leonard
    - iii. Arc Mechanical to donate RP
    - iv. Chapter donation to RP – Charlie to initiate donation and deposit using online form. Goal is \$6700. Currently at \$3,800 (~60% of goal).
  - g. **GAC** – Monthly updates
    - i. Updates from Dick W.
      1. Things are changing quickly with the legislative year.
      2. 1hr talk with Peter Welsh about high performance buildings.
    - ii. GAC Chair for 2021-22?
  - h. **Student Activities** – Budget and involvement.
    - i. Students are online more than ever; can we find incentives to “bring” them to monthly meetings?
    - ii. Norwich and/or UVM student ASHRAE Chapters
  - i. **Historian** – Charter states October 1970 was CVC’s beginning.
    - i. Updates on the 50<sup>th</sup> Anniversary (Pushed off until 2021?)
      1. No updates – postponed till September.
  - j. **MP** – New members and delinquents
    - i. Touching base / ten (15) delinquent members.
      1. Has there been any progress with these members?
    - ii. How will we promote membership without in-person meetings?
  - k. **YEA** – YEA involvement and activities
    - i. Similar to MP, how do we solicit young engineers?
    - ii. Additional Events? – are there events we can host outside?
5. **New Topics** –
- a. Golf outing for 2021 will be happening. Reservation for Williston Golf Course has been made.
  - b. BBD presentation ideas.
  - c. Making transition successful for up-and-coming BOD positions.
  - d. Life Members: 14 people – Dick is a new Life member – well done!
6. **ADJOURNMENT – 5:32 PM**



**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