



Meeting Minutes

Date: 07/21/2021

1. CALL TO ORDER

- a. Time – 4:02 PM
- b. Location – Video Conference – Zoom

2. ROLL CALL

Role	Name	Company	Present
President	Tate Colbert	Cx Associates	X
President Elect, CTTC	Leo Sprinzen	VT Mechanical	X
VP, CTTC, Student Activities	Dillon Delano	NE Air Systems	X
Secretary	Pia Yarnell	AES Northeast	X
Treasurer	Charlie Carpenter	VEIC	X
BOG, Membership Promotion	Greg Deutscher	VHV	X
BOG	Nigel Churchill	VHV	
BOG	Andrew Scott		
Government Affairs	Dick Wilcox	VHV	X
Research Promotion, BOG	Nick Thiltgen	D&K	X
BOG	Brent Weigel	Hallam ICS	
BOG	Mary Jane Poynter	VEIC	
YEA Chair	Mallory Fischer	VHV	
Historian	Michael Cook	ARC	X
Auditing Committee	Tom Zoller	Trane	X
Electronic Communications	Rachael Mascolino	VEIC	X

Additional Attendees:

John G.
Rob Ward

3. APPROVAL OF MINUTES – Approval of previous meeting minutes

- a. No June meeting.

4. REPORTS

a. President –

- i. Welcome, new initiatives:
 1. Search continues for a new event space.
 2. Goal will be to have both in person and virtual meetings/ events this year.
- ii. Budget Approval – Budget for 2021-2022 has been discussed and approved.
- iii. ASHRAE 2021-22 Meeting Locations – Holiday Inn in South Burlington is no longer available.
 1. Quotes have been received from 1 or 2 potential locations. Additional consideration required on location and costs prior to committing.
- iv. CRC – Portland, ME
 1. Greg and Tate – Tate has hotel for both and has registered himself
 2. Preparation for the Conference
- v. Golf Tournament Update



1. Event scheduled for August 4th at the Williston Golf Club.
 2. A strong showing is expected at this year's event with 16 teams and 24 sponsors committed so far.
- b. **Secretary –**
- i. Will summarize monthly meetings for Newsletter.
- c. **Treasurer –**
- i. Online Payment updates.
 1. Purchase of cloud based quickbooks program was approved with budget.
 - ii. Audit for 2020-2021 to be scheduled.
- d. **CTTC –**
- i. Update us on event planning.
 - ii. Waiting to learn about DL assignments
 - iii. Any other news
- e. **EC –**
- i. Newsletters, Website, Social Media
 - ii. Any beginning of year news to be posted online?
 1. Update officers and BoG
 2. President's welcome page
 3. Newsletters going forward.
 - iii. Linked or embedded articles ?
- f. **RP/Sponsorship –**
- i. Sponsorship Updates and goals for 2021/2022
 - ii. Will any sponsors carry over to 2021-22?
- g. **GAC –**
- i. Monthly updates
 - ii. Updates from Dick W.
 - iii. GAC Chair for 2021-22
 - iv. Seeking Co-Chair
- h. **Student Activities –**
- i. Budget and involvement.
 - ii. Students are online more than ever; can we find incentives to “bring” them to monthly meetings?
 - iii. Norwich and/or UVM student ASHRAE Chapters
 - iv. Seeking Co-Chair
- i. **Historian –**
- i. Charter states October 1970 was CVC's beginning.
 - ii. Updates on the 50th Anniversary – Considering an event in 2021 or 2022 for 50th anniversary.
 - iii. Mike is seeking co-chair or support from Anniversary Planning Committee
- j. **MP –**
- i. New members and delinquents
 - ii. Touching base / how many delinquent members.
 1. Has there been any progress with these members?
 - iii. How will we promote membership without in-person meetings?
- k. **YEA –**
- i. YEA involvement and activities
 - ii. Similar to MP, how do we solicit young engineers?
 - iii. Additional Events? – are there events we can host outside?
5. **New Topics –**
- a. Open to recommendations on meeting topics.
6. **ADJOURNMENT – 4:54 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