



Meeting Minutes

Date: 09/01/2021

1. CALL TO ORDER

- a. Time – 4:03 PM
- b. Location – Google Meet

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	x
BOG	Andrew Scott	-	
Government Affairs	Dick Wilcox	VHV	
Research Promotion, BOG	Nick Thiltgen	D&K	x
BOG	Brent Weigel	Hallam ICS	x
BOG	Mary Jane Poynter	VEIC	
YEA Chair	Mallory Fischer	VHV	x
Historian	Michael Cook	ARC	
Auditing Committee	Tom Zoller	Trane	
Electronic Communications	Rachael Mascolino	VEIC	x
Regional Member	Steven Sill	Region 1	x
Regional Member	Jason Urso	Region 1	x

3. APPROVAL OF MINUTES – Approval of previous meeting minutes

- a. August meeting minutes – Approved.

4. REPORTS

a. RVC –

i. Annual goals:

1. For each chapter to have a student branch.
2. Return to prepandemic membership levels - 10% retention of delinquents from last year.

ii. Looking for a DEI RVC.

b. President –

i. ASHRAE 2021-22 Meeting Locations – No further leads. Can hopefully kick this can until October or first Technical Session

ii. CRC – Portland, ME

1. Recap – Two new positions were created, chapter assessment higher than budgeted, tabled discussion regarding use of excess annual regional budget to go to Regional RP goal.



- iii. First Monthly Meeting – No cost to the chapter. Individuals may elect to purchase their own meal informally before or after the tour. A donation request for RP will be included in the invite.
- iv. MailChimp mailing list to be updated with CIQ members before second meeting announcement.
- c. **Secretary –**
 - i. ASHRAE president Mick Schwedler visited on August 17th. The day included site visits to D&K, VHV, and Cx Associates, and finished with a social event at Foam.
- d. **Treasurer –**
 - i. Balance is \$14,413.65
 - 1. Outstanding checks are still being received – approx. \$2700
 - ii. Tom Z & Rob F audit on last year's finances was successfully completed Aug 16th.
 - iii. QuickBooks payment system to be set up for next meeting. A card reader may need to be purchased.
- e. **CTTC –**
 - i. McNeil Plant to host two tours on Wednesday Sept 15th, 12pm and 1pm tours.
 - ii. October – confirmed VMI to host duct shop tour, but NEAS is also an option.
 - iii. Future possible presentation on flexible load management – D.O. and EVT
 - iv. Future possible site visit at South Burlington Library and Community Center – Will reach out to them.
 - v. Consider reviewing PAOE Points for topics.
 - vi. DL assignments in review.
- f. **EC –**
 - i. Reminders:
 - 1. Meeting notices can be posted both on the website and Facebook.
 - 2. Meeting minutes and other information is being stored on the Google Drive.
 - ii. Use website RSVP page to collect meeting RSVP's for each monthly meeting.
 - 1. Let Rachael know when we've made the google form for RSVPs, in Mailchimp, link to the ASHRAEVT.ORG meeting RSVP page.
 - iii. Nick – When RSVP list is generated it was used for Tim Houle for check in at events. Then Tim gives modified list back to Leo for post-event surveys and CEU forms.
 - iv. Website fee:
 - 1. Nick will review what was previously paid.
 - 2. Rachael to look on wordpress for renewal info.
- g. **RP/Sponsorship –** No Updates
- h. **GAC –** No Updates
- i. **Student Activities –** No Updates - School year will be starting soon.
- j. **Historian –** No Updates
- k. **MP –** Delinquency list has been received. Follow up is in progress.
 - i. Jason Urso – RVC for MP.
 - 1. Membership dipped from 57,000 to 50,000
 - 2. R1 5,600 to 4,700
 - 3. Chapter 127 to 120 (5% decrease, typical among chapters in our region)
 - 4. One recommendation is to divide the delinquency list among BoG to personally remind members to renew for this year.
 - 5. MBO for Greg.
 - 6. CRC MP Training on either the 18th or 20th of September for Greg to attend.
 - 7. Employer recognition program – will be mandatory for all chapters (on MP chair and committee)
 - 8. Employer Recognition is a contest between employers who had the most ASHRAE members at the end of the year. They receive a plaque at the last meeting, leaderboard tracking at each meeting. Categories, Sm, Med, Large. Newsletter and monthly meeting. Invited CEOs to receive awards at the end of the year. We have the flier from CT chapter's contest.
- l. **YEA –**
 - i. Picked out fun events to share



1. Build your own Bike Ride – Meet at airport park and ride causeway together, pick your way of getting there.
2. MTB meetup.
3. Cochrans ski night this winter.

5. New Topics –

- a. Calendar – Put BoG meetings on calendar.

6. ADJOURNMENT – 4:55 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