



## ASHRAE – Boston Chapter Board of Governors

### **February 9, 2016 Meeting Minutes**

<b>Meeting Date:</b>	February 9, 2016
<b>Meeting Name:</b>	February Board of Governors (BOG) Meeting
<b>Attendees:</b>	Stacie Suh, Dan Diorio, Erin Popa, William Tang, Mark Leonard, Daniel Carington, Jim Liston, Siobhan Carr, Bob Persechini, Steven Rosen, Joe Dussalt, Yuka Narisako, Kevin Doty, Christine Reinders, Andrew Krenning, Justin Molé
<b>Distribution:</b>	All Chapter Officers and BOG Members

Item No.	Item Description	Action/Resp./Due Date
1.0	<b>Opening Remark</b> Stacie S called meeting to order at approximately 4:35 pm	
2.0	<b>Old Business</b>	
2.1	The January Meeting minutes were approved by the BOG and Officers.	
2.2	Website Redesign - <a href="http://www.ashraeboston.org">www.ashraeboston.org</a> – Kevin D updated BOG on; <ul style="list-style-type: none"> <li>• Website</li> <li>• Interactive Product guide</li> <li>• Use www.ASHRAEBoston.org</li> <li>• Included Product Show               <ul style="list-style-type: none"> <li>- Dan D suggest scrolling front page</li> </ul> </li> </ul>	Kevin D will explore additional options and update at the March meeting
2.3	New Product & Energy Show update <ul style="list-style-type: none"> <li>- 41 Booth to be sold. Kevin continues update on website.</li> <li>- 9 seminars in the process of being approved for PDH</li> <li>- Need help from everyone to get 41 booths sold</li> <li>- Jeff has asked BOG to help with contacting additional potential booth buyers</li> </ul>	All BOG to assist
2.4	2016 Boston Chapter Golf Tournament Update – Stacie S tabled to next meeting	
2.5	Roster & Product Guide – Chair update <ul style="list-style-type: none"> <li>- Yuka N; Have layout for website, update by April. Working with Kevin Doty to have Roster &amp; product guide available online</li> <li>- Will touch base with Bill G to see if all venders have paid</li> </ul>	Yuka N, deadline by April 1
2.6	High Profile advertisement Andrew K; Updated Ad on High Profile magazine. 50 Hard copy of magazine 500 hand out. Total of 9 seminars with PDH ranging from 1 PDH to 6 PDHs for seminars. Door prize also.	
2.7	New camera / publicity \$150 for a new camera Kevin Doty volunteer to purchase camera Andrew K offered to continue to use his personal camera, BOG accepted	
2.8	Employer Recognition event – Plaque <ul style="list-style-type: none"> <li>- Will T; virtual plaque for now on website</li> </ul> Will T motioned we need to recognize 3 companies this year and next year to build on it. (Review top 10 company that participate at ASHRAE Boston meetings 2014-2015) at May installation of officer and on the website. Dan	Will T

	D 1 <sup>st</sup> and Dan C 2 <sup>nd</sup> , all in favor. - William Tang will continue to evaluate attendance statistics and suggest companies to be recognized.	
2.9	Hall of Fame - Will T; pool for more than just two people per year for the Hall of Fame where the BOG can vote on who recipients of the Hall of Fame that year. - Dan D noted that they have to meet criteria to be nominated - Will made the suggestion to put together a large pool to select from. -	Will Tang to provide BOG, chairs with selected recipients bios Dan C to provide list of members to Will T for active members
3.0	<b>New Business</b>	
3.1	Update February Meeting information – YEA, Membership and Research Promotion night. Mark L did another cost comparison and noted having meeting at Metro Meeting Center was still less costly versus having meetings at Embassy Suite in Waltham with social sponsorship and without just a bit more. • Both Tech session and main presentation approved for 1 PDH credit for tonight meeting.	Mark L to provide information to Kevin D Kevin Doty to update website
3.2	Student Scholarships • Kevin D to update website on deadline, three candidates so far, will announce winner at Product Show in April	
3.3	Update February Meeting information Erin Popa prepared a chart showing meeting attendance for the last 2 years.	
3.4	Membership, RP and YEA night – All chairs will say few words during the main meeting.	Dan C, Dan D, Christine
3.5	Treasurers Update & Financial Review (Refer to print out) BOG, Chair, Officers to review report and will provide feedback to Bill G.	Bill G, BOG, Officers
3.6	Update Corporate Sponsorship / Cocktail sponsorships Stacie S; reach-out to M. A. Selmon Company Inc. cocktail sponsor for their sponsorship for the cocktail hours for February meeting.	
3.7	PAOE Members to review and update accordingly	Stacie S/all chairs
3.8	Membership update/ Bill Chaisson Dan C; currently at 1041 members as of today, update member on membership and announce Bill Chaisson passing, Bob P to announce Tom Gunning passing.	Dan C
3.9	Other New Business – Chapter Chairs. Mark L; Mike G to update on Jack’s Abby Brewery tour, ongoing issue on getting a tour setup, Jack’s Abby is working with us to get something worked out. Back to square one or new venue	Mike G – update on Jack’s Abby Brewery
4.0	<b>Adjournment</b> Meeting adjourned at 5:39 PM - Joe P. motioned, Kevin D. seconded	