

ASHRAE CFL 2011-12 Planning Meeting Minutes

Attendance: John Miller, Firouz, Wade Conlan, John Davant, Megan Tosh, Malia Powers, Ian Lahiff, Paul Avers, Burns Bradford, Nate Boyd, Anik Patel, Amy Weaver, Tracey Whaley, Rich King, Jason Alphonso (phone)

Meeting time: 3pm to 6:30pm, Peninsula Engineering

Meeting Agenda:

1. Welcome
2. Ceremonial presentation of Full Circle Research donations to RP Chair
3. CRC action items and review
 - a. Who is attending? Who still needs to register?
 - i. Bill Dillard, Megan Tosh, John Miller, Nate Boyd, Jason Alphonso, Amy Weaver, Malia Powers (questionable), Anik Patel, Wade Conlan, Rich King
 - ii. Wade Conlan to provide frame used for historical display @ CRC
 - b. Review of Chapter Summary Report for 2010-2011
 - i. Item 6: current fund balance is about \$4,000 high (IRS still to go out)
 - c. Review of Chapter Business Report for 2010-2011
 - i. 4 DL's last year
 - d. Review of motions for presentation at CRC
 - i. Edit motion #1 to read "submit to region" – Megan to revise
 - ii. 2nd motion: call Rosie Douglas, CTTC staff
 1. Possible additional motion considered by Ian to have comments available
 2. DL subcommittee to revise DL form to show DL scores
 3. Revise first word of motion to be "New"
 4. Explain fiscal impact: ~16 hrs@~\$150/hr (IT)
 - e. Committee workshop attendance
 - i. If you will not be at CRC and have a workshop, who will attend in your absence?
 1. Nate will cover History
 2. John Miller will cover RP
 3. Megan will cover her own YEA
4. Chapter Presidential Theme for 2011-2012
 - a. "Embracing the Past, Looking to the Future, and Celebrating 50 Years of ASHRAE Central Florida"
 - b. Reflect, celebrate, and look forward
 - c. Chair positions are good and need no special attention
 - d. Static display requested at first 5 meetings chronologically showing first 5 decades
 - e. Chapter vision for future – BOG and chapter members to provide feedback for 50 year outlook
 - f. Wade comment – yellow ribbon super history award would be awesome – MBO

- g. Big history night – move to January. 5th month, 5th decade, do something big
 - h. Refine logo
5. Chapter MBO review
 - a. Requirements and timeline for deliverables
 - b. Preliminary MBOs complete by CRC, final MBOs complete by first meeting 9/8/11
 6. Chapter Calendar Review
 - a. Meeting dates, activity dates, milestones, etc.
 - b. Google calendar up and working
 - c. First possible conflict: 9/30 or 10/7 fall golf vs YEA leadership
 - d. Also check for conflicts w/ other groups
 - e. 12/2 or 12/9 for night golf
 - f. Possible YEA event and tour in the fall
 - g. 2/25 dodgeball
 - h. 3/8 shrimp boil
 - i. Nate to look into City of Orlando recreation facilities for dodgeball tournament
 - j. 4/5 1st thurs because dubsdread is booked during normal scheduled date
 - k. 5/17 product show – coordinate w/ ASPE (Amy Weaver?)
 7. Chapter Budget Review
 - a. All events accounted for?
 - b. Committee chair review of allocated funds, are they adequate? Documentation for budget increases from previous years?
 - c. E-week dinner upped to \$700
 - d. IRS taxes \$4,000
 - e. CRC – Big digital frame – John Miller
 - f. Wade and Firouz to wear Santa Suit at night golf/Christmas party
 - g. Awards & gifts – up CTTC to give budget for tech awards (chapter) \$750
 - h. Split YEA budget – addl spend amount TBD
 8. General Discussion/Open Forum
 - a. Firouz – golf discussions – open options on venue/prizes/meals
 - b. Spring afternoons – too fa-llipping hot
 - c. Anik to form task force w/ real golfers by end of month for discussion on golf options.
 - d. Dewpoint ideas – get with Pam Androff