
MANUAL FOR CHAPTER OPERATIONS

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS, INC.

1791 Tullie Circle, N.E.
Atlanta, Georgia 30329

MINUTES

THIS FORM SHOULD BE SUBMITTED TO YOUR REGIONAL CHAIR (DRC) AND TO REGIONAL VICE CHAIR (RVC) OF CHAPTER PROGRAMS WITH MINUTES FOR ALL OF THE FOLLOWING: CHAPTER MEETINGS, BOG MEETINGS AND SECTION MEETINGS WITHIN THREE WEEKS OF EACH MEETING.

Chapter Name: **CENTRAL FLORIDA**

Meeting Date: 19 November 2009

Meeting Type: X Chapter
X BOG
 Section
 Other

Attendance: (Total for chapter and section meetings only.)

Members 63 Students 11 Total 74

Theme Night Name Student Activities & UCF Initiative

Joint Meeting BOMA & IFMA

Technical Speaker/Program: Robert Baker

Topic: Standard 180: A New Approach to HVAC Maintenance

Meeting called to order: 4:41pm

Attendees: Rich King, Megan Tosh, Jason Alphonso, Bill Dillard, John Davant, Tim Citek, Bob Baker, John Miller, Leonardo Rocha, Anik Patel, Kyle Davis, Amy Pastor, Firouz Keikavousi

Old Business:

Motion by Jason Alphonso: Approve minutes from October 8, 2009 BOG/Chapter Meeting

Second: Bill Dillard

In favor: 6 Opposed: 0

Treasurer Report (John Miller):

- Final number on golf: \$10,027.71
- Excellent results considering we had to cancel one flight due to turnout
- See attached summary for details on cash flow
- Refund from Spring Golf tournament added to proceeds so Research check to be \$11,664.56

Motion by Megan Tosh: Approve amount of money to be sent to Society for Research Promotion

Second: Leonardo Rocha

In favor: 7 Opposed: 0

- October meeting netted a loss of \$461.23 – small loss expected so okay
- \$25,454.51 currently in our account; will be \$13,789.95 after the research check is cut
- About \$900 check from Society for chapter dues still waiting to be deposited

APPENDIX I

- Should we charge more for dinner meetings if attendee is not a member? We'd have a member and non-member price
- Price difference wouldn't necessarily be enforced, more for raising awareness about what we get for paying our chapter dues and encouraging membership
- Great idea – to be considered for 2010-2011 year

Programs Chair (Jason Alphonso):

- The Mayor spoke at last month's meeting; 125 attendees including students
- Comments from the meeting were sent out via e-mail and included a wide range of feedback
- Tonight, Bob Baker speaks (a DL) on Standard 180
- A joint meeting; one BOMA engineer expected to come
- Expecting 70 people total
- It's Student Activities night so they'll present along with Membership Promotion
- Jen Isenbeck is attending (current Membership RVC)
- Also, UCF Initiative night but no presentation due to time constraints
- RP donor recognition will be done in December
- 10 students expected for tonight
- Larry Speilvogel on Standard 90.1 speaking next month – inviting code officials & USGBC
- Firouz is tonight's YEA Tech speaker
- YEA Tech Topic to be canned and used society-wide

Student Activities (Anik Patel):

- Teach-In went well at Frangus elementary in West Orlando
- Ten of the 14 volunteers *didn't* get the flu and attended
- Reached over 300 students in 3rd – 5th grades
- Talked about engineering and a little about HVAC
- Did fun activities with the students – pasta & marshmallow towers
- Senior Design teams looking good, especially considering the tough topic
- PAOE is looking good
- Todd Moore & Tracey Whaley spoke at Valencia Community College promoting ASHRAE
- SCC has been busy becoming SSC so ASHRAE progress there has slowed, but is still coming along
- SSC going for ABET accreditation for Construction

Newsletter (Megan Tosh)

- due date problem – supposed to be Nov 20th but will now be Nov 27th
- Needs to be published no later than Dec 3rd so need articles by Friday after Thanksgiving
- Only 3 weeks until next meeting
- Need a history article in the Dewpoint since that's the theme for next month
- Possibly an interview of our most recent past president, Wade Conlan?
- Recognize student sponsors in Dewpoint (sponsors from leftover ticket booklets)

Membership (Amy Pastor)

- Jen Isenbeck will be here with other Florida West Coast members
 - Presentation tonight where both Amy Pastor and Jen will speak
 - Sent non-member list to society and Gordon Holness e-mailed them each to encourage membership
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Research Promotion (John Miller):

- \$1,800 contributed as of today from 15 donors (5.5% of goal)
 - \$13,464.56 for year after golf tournament check is sent gets us to 41% of goal
 - Puts us ahead of last year
 - Gets our PAOE points for reaching 30%
 - In Spring, we'll have golf tournament to donate money to RP
 - May also have Poker tournament, but money could go to CRC 2010 or Sustainability Project instead
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YEA (Leo Rocha)

- Dodgeball fliers for Feb 27th printed to hand out tonight
 - Start filling spots now and close registration at the end of January
 - Rules to go out with registration & video to explain the rules to be made by Leo
 - Pool tournament to change or be rescheduled due to Shrimp Boil
 - Maybe a group visit to Magic game in March or April on alternate date
 - Magic game idea well received by the board & chairs in attendance
 - Mentorship program to be more local than societal
 - Mentors will advise CFL YEA or local seniors/recent grads
 - Will also have YEA members mentor students
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History (Tim Citek):

- Next month is history night
 - Get monthly pictures from Rich for hard drive
 - PAOE report coming
 - Document scanning to begin soon
 - Photos to go on website so hard drive can be handed off
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Webmaster Report (Rich King):

- Business cards are up from Product Directory
 - We've done a good job updating the page from \$25 to \$30 for week of meeting registration and it's worked well
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CTTC (Jon Davant):

- PAOE to be entered this month
- Articles going well but may be behind this month
- Tech awards need to be submitted by March

- Won all categories last year as only entries
 - Possibly tour District 9 Medical Examiner's office or ICE! at Gaylord Palms for Refrigeration tour
 - On a time crunch with either tour
 - Ice Den at RDV a good alternative without a time constraint
 - Leo volunteered to be in charge of the tour – he'll look into all 3 options
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UCF Initiative (Kyle Davis):

- Bob Rich working on broad view of Masters program
 - Helps us promote goal of building HVAC curriculum
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Winter Meeting (Bill Dillard):

- 65 days away!
- No sustainability project for the meeting – okay by all
- Need to organize monitors – change in leadership, will now be managed by Wade and not Michael Sheerin
- Schedules going out to other committees next week
- Host Committee members need to register if haven't already
- Volunteer list going out to all
- Winter meeting party favors – looks like we'll have money
- How much to spend per head – up to \$3 per person
- Society tells us to plan for 600 people
- Maybe do magnets or sticker

Motion by John Miller: Approve up to \$2,000 to be spent on Winter Meeting party favors

Second: Jason Alphonso

In favor: 5 Opposed: 2

Honors & Awards (Firouz Keikavousi):

- Only 1 person interested in submitting so far
 - Dec 15th is the deadline
 - We should do paperwork for someone else and other projects
 - Want projects that were completed this year
 - EWeek entry solicitation via weekly e-mail
 - Want entry in each of the 8 categories
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Meeting Adjourned: 5:53pm