
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: 8 April 2010

Meeting Type: X Chapter
X BOG
 Section
 Other

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

Members	54	Students	4	Total	58
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Theme Night Name Research Promotion & YEA

Joint Meeting ASME

Technical Speaker/Program: Charles E. Gullledge

Topic: Master Format 2004

Meeting: called to order: 4:40pm

Attendees: Rich King, Mike Dillard, Jason Alphonso, Joseph de Armas, John Miller, Kellie Watson, Leonardo Rocha, Megan Tosh, Wade Conlan, John Davant

Old Business:

Motion by Wade Conlan: Approve minutes from February 9, 2010 BOG/Chapter Meeting

Second: Mike Dillard

In favor: 7 Opposed: 0

Refrigeration Tour (Joseph de Armas)

- Working with RDV to tour refrigeration facilities for ice skating rinks
- Waiting for formal approval from RDV to take care of the details
- Will have word from them by Friday
- Hoping to schedule the tour for June 4th after business hours
- Will not be able to ice skate as summer programs will have started, but can buy tickets and return later
- We can order concessions from them or bring in our own food

Treasurer Report (John Miller):

- See attached report for dinner meeting numbers
- Lost a lot of money on January and February meetings due to over-RSVPing and large number of students attending
- Made \$1,700+ on the Shrimp Boil

Motion by Wade Conlan: Profits from Shrimp Boil should be earmarked for CRC expenses since we will have upfront costs that the chapter will have to incur. If that money gets paid back following the CRC, or not all of the money is used, funds should go towards Research Promotion for the 2010-2011 ASHRAE year.

Second: Mike Dillard

In favor: 7 Opposed: 0

- Still have \$120 of income to collect from Dodgeball Tournament
- Balance in account as of today is \$16,613.28
- Collected \$4,500+ in chapter dues from society since January 1st
- Only about 1/3 of members have paid chapter dues – need closer to 2/3 to pay

Programs Chair (Jason Alphonso):

- February attendance – 98 total
- Expecting 61 attendees tonight
- Damon Lynn is YEA Tech Topic speaker
- 3 students expected to attend this evening, including the UCF ASHRAE Scholarship recipient, Sebastian Selito
- Paid for 115 dinners last month due to an over-RSVP
- Chuck Gullede is our speaker tonight and an ASHRAE DL
- Meeting is joint with ASME, ASPE and SWE
- We have a list of attendees from ASME and expect that at least Tracey is attending from SWE
- None of the board members from ASPE are attending though we've tried to get them to attend
- We're offering 1 PDH for attendance
- Our PDHs are going through to FBPE if you submit your info to check; FBPE is entering the PDHs for everyone
- If one attended all 4 meetings where we offered PDHs, they met the continuing education requirements less the laws & rules part
- Next month's speaker is a past ASHRAE DL, Dr. Sherif from UF
- Still determining program for Product Show – hope for the topic to be 189.1
- Must be a 3 hour presentation, can be from a disc

Student Activities (Kellie Watson):

- Students are finalizing senior design presentations
- Selection teams have been meeting at PBS&J as well as Peninsula
- UCF Symposium is next week on Wednesday
- Presentations have been turned in to Bob Rich for the event

Membership Chair (Amy Pastor):

- Membership is starting their final push to get members renewed, signed up and upgraded
- Renewal e-mails are going out from Society to everyone who needs to renew and includes information about the dues increase that's coming up
- Pending dues increase could help us get some members back
- Society polled the chapter presidents/MP chairs about doing centralized MP training instead of training at CRC
- Both Amys agree they are not for centralized training due to potential extra costs to chapter
- Also, would be travelling as an individual instead of as a chapter, would be inconvenient
- Still need to meet with Leo about Mentorship program

Research Promotion (John Miller):

- \$15,105 raised towards goal to date, 46.5%
- We are ahead of last year but we still had golf dollars expected last year
- Not expecting much revenue from golf this year
- It's going to be tough to get to goal by June 30th
- Donor recognition will happen next month

CTTC (John Davant):

- Must review tech awards by May 15th
- We expect 4 entries in four different categories
- Pleased with results/number of entries
- Maybe have Mike Dillard submit Darden and/or Biomed projects

2010 CRC Planning (Mike Dillard/Wade Conlan):

- Larry and Jason to work on programs for CRC
- Kyle is working on audio/visual with hotel
- Tracey Whaley and Brian Mirus are in charge of the events
- Golf will be available but isn't organized as a tournament – will be pay as you go at Falcon's Fire
- Megan and Joseph are in charge of registration
- Firouz is planning the family event
- YRR (Megan) is responsible for the YEA event
- Rich King is handling publicity
- Tim Citek will run the hospitality suite and is contributing a sponsorship
- John Miller and Ian LaHiff are working on sponsorships – may team up large companies with multiple offices
- We need to register our attendees to get the registration rolling in our region
- We need to book any hotel rooms our chapter is going to be funding
- Chapter webmasters and newsletter editors should be contacted to help us advertize
- More than just our chapter board members should attend
- Will advertize CRC at Golf Tournament

YEA (Leo Rocha):

- Had 45 attendees at Dodgeball on Feb 27th
 - Request from Society for Insights article about the event
 - Good response – will plan to host another tournament next year
 - Will present Dodgeball successes and YEA Mentorship program during tonight's meeting
 - Need 3 mentor pairs by end of the year (June 30th)
 - Need someone to lead the charge on mentorship program – Leo will do it!
 - Will have YEA topic/event at the refrigeration tour
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Product Show (Tim Citek):

- ASHRAE disclaimer must be posted & sent to Society
 - Need to advertize at dinner tonight
 - Haven't done much leg work, but need to
 - Need to promote to specific companies, just like last time
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New Business:

- Will host the webcast on 4/21 at Peninsula – Members Only
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Motion to Adjourn: 5:48pm