

# AGENDA



## Board of Governors Meeting

**President:** Charlie Marino  
**President Elect:** Jose R. Rodriguez  
**Vice President:** Frank Rivera  
**Secretary:** Anthony Montalto  
**Treasurer:** Gene Geyer

Board Member	Present	Board Member	Present
Charlie Marino (CM)	Yes	Manalee Nabar (MN)	Yes
Jose Rodriguez (JR)	Yes	Cassie Dudar (CD)	
Frank Rivera (FR)		Brian Borghoff (BB)	Yes
Anthony Montalto (AM)	Yes	Ben Rodney (BR)	Yes
Gene Geyer (GG)	Yes	Hao Luo (HL)	Yes
Lorey Flick Roberts (LFR)		Michael Roche (MRO)	Yes
Michelle DeCarlo (MD)	Yes	Meraj Ramnarine (MR)	Yes
Tony Tsang (TT)	Yes	Jin Jin Huang (JJH)	Yes
Mitchel Castell (MC)	Yes	Mina Agarabi (MA)	Yes
Brian Menz (BM)		Sana Aziz (SA)	
Ramez Afify (RA)	Yes	Mina Agarabi (MA)	Yes
Amina Trabelsi (AT)	Yes	Thomas Reyes (TR)	Yes

Visitor	Committee	Visitor	
Natalie Kovac	Student	Ed Bricketz	
Lindy Hou		William McKenna	
Lucas Janes			

Date: July 12, 2016

Time: 6:00pm

Location:AKF, 22nd Floor, 1 Liberty Plaza, 165 Broadway, New York, NY 10006

Meeting called to order:6:11pm

### 1. Introductions

### 2. MINUTES OF THE PREVIOUS MEETING

- a. Minutes were not taken at the previous meeting which was an informal year end meeting.

### 3. TREASURERS REPORT

- A. Gene provided summary of 2015-2016 treasury report. Overall net increase in funds by about \$35K. See attachment for details.
- B. Expense for \$32.00 for tonight's meeting. Approved and petty cash will be paid.

#### **4. NEW BUSINESS**

- A. Website Update--CD, BB and JR will be learning how to manage the website. Preliminary homepage was presented. Each board member can have an ASHRAE email account created for them. It was noted that security should be applied to avoid email spam for the board members. The goal is 8/20-8/23 for the go live date. Question regarding the LinkedIn account, is MA still maintaining it? For now, we will keep newsletter, website and LinkedIn separate until we can combine all notifications. MA suggested that our web developer can aim to develop a single page where our administrators can log on a single page and manage all of our social media. MA requested more participation on the LinkedIn page. JJH asked if the new website can accommodate photo update each month based on the previous meeting's photo library. The website committee is already considering it. One other feature that will be helpful is to have the committees listed on the website and have the members with their company name listed. Have a click to join option.
- B. CRC meeting—CRC 2016 will be in Rochester August 18-20. All committee chairs will be reimbursed for travel, hotel and registration fees. Member dinner event will be cover as well. Other meals will not be reimbursable.
- C. President main focus (JR):
  - a. Would like to provide more content to the ASHRAE Insight publications. The other chapters can gain from learning of our efforts in particular with the Women In Engineering efforts.
  - b. Tim Wentz, Society President, will be the guest speaker for October meeting in NYC. Make sure we get a large turnout for it.
  - c. Chapter Technology Awards- RA and BM will be leading the committee this year to ensure that our chapter is well represented for submissions. JR reviewed the application with the group. It is posted on the ASHRAE NY website.
  - d. Better effort in announcement of achievements.

#### **5. Committee Assignments**

- A. Community Projects: (BR) Habitat has a new team that will be working with us. Will be soliciting the board and chapter sponsors for donations. For example Con Edison may be a good candidate. BR will circulate the breakdown of donation to number of volunteers allowed. For example, if you donate \$1000, you get two volunteers. Preliminary schedule of events for 2016-2017 are:
  - a. October 26th Build Day--- Dean Street, Brooklyn; Goal \$10,000 and 20 volunteers
  - b. Spring Build Day—Sydney House, Bronx; Goal \$10,000 and 20 volunteers
  - c. NYBC Fundraising Initiative
  - d. Commissioning Services for Sydney House (JB&B, Fulcrum, Agarabi Engineering)
  - e. YEA Event – Fall 2016
- B. General note to the new members present. We encourage all to get involved in any of these committees. MA brought up the effort to organize a career fair again. This was attempted in previous years. MC and TT volunteered to develop a new committee for this effort.
- C. CTTC: MN will be chairing this committee.

- D. Programs: (HL) Will continue to do breakfast events in addition to the normal dinner programs. Looking at September 14<sup>th</sup> but Club 101 is not available, so it will be at Arup, can seat up to 75. General message: It is important to make sure we invite the DL early so we don't have to pay for it. We also have many DL in the city and you don't need to go through the DL program if they are local.
- E. Tours: BB. No report.
- F. Electronic Communication: BM and JR will be leading this effort.
- G. Refrigeration: MR will be leading this year with help from EdBricketz.
- H. Gala: AT will be leading with help from AM and SA. Should plan for monthly meetings and move up to biweekly a couple months prior. Three people is minimum required for committee to do all the work.
- I. Grassroots: (CM) Mayor will meet with ASHRAE NY at AKF next Thursday for sustainable building competition. Looking for guidance from ASHRAE for judging criteria. Try to limit up to 10 people from our society. Charlie will send details.
- J. Historian: BB will chair this year.
- K. Membership Promotion: JJH is asking for 3 members to volunteer for the committee.
- L. Research Promotion: (AM) Key is sponsorship. All corporate sponsors get tickets for dinners, breakfast events and women in engineering events.
- M. Student: MA will continue to lead with help from Natalie Kovac this year.
- N. Sustainability: (TR) Only had 4 people that showed up to the meeting last month. Is looking for volunteers for committee.
- O. BIM: Steve Montoni. New committee this year. Still in the information gathering phase. Anthony suggested providing a unified standard for BIM to share with the architect and engineering community.
- P. WiE: MD no report.
- Q. **YEA (TT)**—presented the proposed schedule for YEA. Already have a list of volunteers that are interested in the committee. See attachment. Want to cultivate the YEA to participate and be more active with TC at the society level.
- R. Publicity: MA. Looking for volunteers.
- S. Healthcare: MR. All day seminar sometime in the Spring. Brian Marmon will assist.

Next meeting to be held in August 2<sup>nd</sup>, 2016

Meeting adjourned 7:31