

# AGENDA



## Board of Governors Meeting

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

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

Member	Committee	Member	Committee
Jeff Holter	Gala/Reception	Natalie Kovac	Gala/Student
Charles Lesniak		Gregori Tayco	
Hooman Daneshmand	YEA	Jacob Swenson	
Matt Piscopo	Refrigeration/Membership		

Date: March 7, 2017

Time: 6:00 pm

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

Meeting called to order: 5:59pm

### 1. Minute Minutes

- A. Minutes approved.

### 2. TREASURERS REPORT

- A. Gene gave February report. Showed check details for expenses. Club 101 raised our fee per person for dinner meetings. The fee for dinner meetings will be raised for 2-017-2018. A note will be added to website that financial statements can be provided upon request.
- B. 1099 form will be sent out shortly.

### 3. OLD BUSINESS

A. Breakfast event. No report.

#### 4. New business

- A. All day seminar: MRO. Event is 3/30. The event is approved for 5 PDH. The flyer will be sent out shortly to the BOG. The website has been updated. The sponsorship form will also be circulated, so far we have 4 sponsors. Ticket sales thus far are really low, need to start promoting heavily. Should promote at all of our events in March. JJH noted that there will be no alcoholic beverages at the reception like previous years. Due to new Con Edison rules, liquor license has to be requested at least 30 days prior to the event. Last year we had a similar issue and MN found a nearby venue for the reception. BB, BM, MC, Hooman and TT volunteered to help with reception.
- B. Gala: 242 (break even goal 250) tickets sold and 23 ads sold. Will need to start tallying comp tickets. Board members should email Amina if you don't need a comp ticket. Cut off for ads is 3/17 (hard stop) but need to encourage companies to send in templates by 3/10. Tickets will go into sales when we reach capacity of 300. Have four official sponsors, still looking for more.
- C. New York Passive House (NYPH) partnership: The partnership would be to share events and there is potential opportunity for training. AM has the MOU from NYPH. If there is interest should there be a separate committee? CM suggested putting under the Sustainability Committee. JBB has a volunteer to lead this.
- D. Joint Golf Tournament: JR is in conversation with MA for a joint golf tournament with the Women Engineer's Society. The purpose is to see if there is a strong interest for ASHRAE golf tournament. It is not a major source of funding but it is to gage the interest. Matt Piscopo volunteered to help.

#### 5. Committee Assignments

- A. CTTC: MN: No update.
- B. Lecture series: FR. April 10 given by Evans Lizardos. The theme is going back to basics. The lecture series has to be self-funding. The fee should be set based on estimated cost of the event. 3 PDH. (get details from Frank)
- B. Programs: HL. Have topics planned up to October 2017; chiller smack down in Sept. and BMS related topic for October.
- C. Tours: No report.
- D. Chapter Technology Awards: RA. The committee has reached out to many companies but only one project from AKF will be submitted.
- E. Electronic Communication: BM. No report.
- F. Nomination: GG. No report.
- G. Reception: CD. No report.
- H. Honors and awards: JR. no report.
- I. Refrigeration: EB. In the process of selecting panel for next round table and possibly looking into PDH credits. May 11 has a place holder for now. Also looking for revenue.
- J. Community Projects: BR. Looking into another event in the spring, perhaps 2 build dates.
- K. Gala: Covered in new business.
- L. Government Activities: CM. Working with the Major's office.
- M. Historian: BB. Trying to do one more interview for April newsletter. Will be interviewing Joe Thuman.
- N. Membership Promotion: JJH. No updates.
- O. Research Promotion: AM. No updates.
- P. Student: MC. City College dropped out of competition because some students graduated and don't have enough team members. Hooman did a presentation at Cooper Union on ASHRAE membership, covered topics such as how to transition into professional membership after graduation. Cooper Union will apply to form a student chapter. Cooper Union registered for competition. Professor from Cooper Melody Baglione will be working with MD on Women in Engineering committee. Steven's Institute of Technology may also be interested in opening a student chapter. There will be a tour at City College at the end of March with the facility

manager. MC will be forwarding the winter conference expenses to GG for reimbursement. Two students were awarded scholarships valued at \$5000 and \$3000.

- a. Motion: MC made a motion to pay for \$222.50 to pay for lunch from Cooper Union presentation. FR second. Motion approved.
  - b. Looking for anyone who is interested in going to speak with students for a one hour Q&A type session discussing how you got to where you are in your career. Several board members expressed interest.
  - c. One of the students in Cooper Union who has been very active would like to sign up for design training in CT in May. The student is asking if we will fund it. Early bird registration is \$1489. The opinion of the board is to not fund it and go down the road of paying for individual student asks.
- Q. Sustainability: TR. The happy hour is 3/8, 15 attendees confirmed. It will be at the Grand Central Station from 5:30-7pm.
- R. BIM. Steve. Kick-off meeting in February to discuss what direction we want to take the committee. The few members that showed up for the meeting should strong interest in building committee.
- S. WiE: MD. March 23<sup>rd</sup> for young engineers at Arup. Michelle will moderate. Panel is women in midlevel career to share their career path with entry level women engineers. The website is updated with info. MD will send out an email blast.
- T. YEA: TT. To date there are 20 companies signed up for career fair. There are 115 students that have pre-registered thus far. Currently finalizing food.
- a. Motion to increase the approved budget from \$7500 to \$8500. FR second. Motion approved.
- U. Publicity: MA. Looking for engineer volunteers on 3/6 for the West Brooklyn Annual College and Career Day. March 30 event for Women Engineers, talk to MA if interested. JR noted March 30 is all day seminar.
- V. Healthcare. No update.
- W. All Day Seminars. Covered in new business.

Other topics:

- A. Anthony suggested we use some of the money that we have in our account to increase scholarship to give more of the money out. JJH suggest a focus group be formed to discuss what we want to do with this money in general, it has been a reoccurring topic. Email AM if you are interested.

Next meeting to be a dinner meeting on 4/4/17.

Meeting adjourned 7:28