
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: 9 February 2010

Meeting Type: X Chapter
X BOG
 Section
 Other

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

Members 81 Students 17 Total 98

Theme Night Name Student Activities & UCF Initiative

Joint Meeting BOMA, IFMA, USGBC, CFEEA

Technical Speaker/Program: Gordon Holness, PE

Topic: Sustaining our Future by Rebuilding our Past

Meeting: called to order: 4:44pm

Attendees: Gordon Holness, Megan Tosh, Joseph de Armas, Rich King, Jason Alphonso, Wade Conlan, Leonardo Rocha, Kellie Watson, Firouz Keikavousi, Anik Patel, Dan Rogers, Bill Dillard, John Miller, Ross Montgomery, Ian LaHiff, Nate Boyd

Old Business:

Motion by Wade Conlan: Approve minutes from January 14, 2010 BOG/Chapter Meeting

Second: Rich King

In favor: 6 Opposed: 0

Refrigeration Tour:

- RDV Needs 2 months notice
- Aim for June – no conflicts plenty of time to book
- Nice break during summer heat
- Joe D & Cameron to spearhead this effort – old refrigeration chair mentoring new refrigeration chair; Megan to assist

Programs Chair (Jason Alphonso):

- December attendance – 92 total
 - Gordon Holness is the speaker for tonight – Society President
 - Expecting 100+ attendees tonight, 85-90 RSVPs
 - Student Activities & UCF Initiative night
 - Bill Dillard is YEA Tech Topic speaker talking about Std 189.1
 - 20 students expected to attend this evening
 - Did a YEA meet & greet with Gordon at Peninsula Engineering today
 - Joint meeting with BOMA, IFMA, USGBC & Spacecoast tonight
 - Thanks to Todd for working with Valencia – 4 of their students are coming tonight
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Student Activities (Anik Patel):

- Another Teach-In coming this Spring
 - Nate & Michael presenting from UCF tonight
 - Pictures from Winter Meeting & BIM fly-by video included in presentation
 - SSC called back about having someone from our chapter lecture one of their classes in the Construction/Architecture program
 - They have an opening Wednesday at 4pm for a presenter – maybe Wade?
 - Students farther along in Senior Design project than in years past
 - Wade sending afterschool program information to Anik
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Membership Chair (Amy Pastor):

- Sent out renewal membership notices today to all members in grace period or that need to renew by the end of the month
 - Putting together a form letter to those who've recently cancelled membership; will be somewhat individualized
 - Setting up a time with Leo to discuss YEA mentorship
 - Sending John Miller a list of members who have paid chapter dues and have more than 6 months until renewal
 - John will invoice these members – e-mail out or send invoice in mail?
 - Personal letter to go in mail signed by Rich might be more effective
 - Be clear that it is from CFL, coordinate with Society for timing
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Research Promotion (John Miller):

- No contributions from this last month
- Sold yellow hats at members night out and made \$325
- \$2000 ahead of where we were last year
- Should get a good boost from Golf Tournament
- Attempted to sell some hats in Atlanta too, but none sold
- Link to where Society is selling hats online
- Money going to Society this week

CTTC (John Davant):

- Need to start making calls to firms for tech awards
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2010 CRC Planning (Wade Conlan):

- Need to coordinate sponsorship efforts with golf & product show
 - Having a meeting soon to discuss the food with the hotel
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YEA (Leo Rocha):

- Mentorship program greenlighted for February 28th
 - Working with membership to get that started
 - Pledged 3 mentorship pairs to society
 - Dodgeball tournament has 45 people signed up (7 teams)
 - See updated budget attached
 - Need 1-2 extra balls per court maybe
 - Need one extra referee
 - Two games will be going at one time
 - Extend registration deadline to February 19th
 - Shirts being printed Friday for less than \$5 each
 - Need 57 players to break even and not touch the chapter YEA budget
 - Need to send another e-mail out to chapter about deadline extension
 - Waiting on liability release from Society
 - Information to go out to players a week ahead of time
 - Forms must be signed too
 - \$100 deposit due Friday to Frontline
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Honors & Awards (Firouz Keikavousi):

- Very disappointing participation from local area for EWeek awards
 - Nominated Paul Halyard for Engineering Excellence award
 - Understandable with lack of history of ASHRAE awards in the past
 - Will not be that way in the future
 - Joint new effort with ASPE for next year
 - We have a table for 8 at the dinner on Saturday Feb 20th (cost \$600)
 - Firouz is a silent auction chair so donate if you can
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New Business:

UCF Scholarship

- Rich awarding scholarship Monday 2/15
- Any known applicants, board preferences? Not really
- Met with Robin Knight last Friday
- Wasn't advertized among students this year

- Give out up to \$5k in scholarships a year
- Gordon: how do you level playing field with scholarship award internationally – ASHRAE exploring

Shrimp Boil

- Music – we're thinking of having Tim or someone that Tim knows do some acoustic guitar outside rather than inside.
- Hopefully we have the flier to go over while we're there.
- I want to run through the list that we made after the last shrimp boil that lets us know how far off we were.
- Willa is going to do the Jambalaya again – needs head count
- Outside of that we need to make sure Dan has the volunteers he had last year or someone to fill their place. He's already gotten in touch with Eskins about the drink holders.
- Too much more and it would get crazy. We can limit it to that.
- Dave still needs to be locked in; may need a new person
- Anik loves the Shrimp Boil and will help in any capacity

Golf Tournament

- Sanctuary Ridge April 9th
- Afternoon flight only, prices still the same
- Need hole sponsors & participation
- Received contract today
- Still have glasses from last time
- Need a corporate sponsor or hand out extra glasses
- Night golf has been well attended in the past, starts at 8pm
- Maybe after Welcome Party at CRC

Motion to Adjourn: 5:35pm