



Board of Governors Meeting Minutes

Florida West Coast Chapter # 035, Region XII

Location: SSR Office - Conf. Room / 1511 N. Westshore Blvd, Suite 820, Tampa, FL 33607
 Meeting Date: Tuesday April 23rd, 2013
 Time: 11:30am

Attendees:	Jason Proctor (JP) ✓	Debie Horsey (DAH) —
	Philippe Jean (PJ) ✓	Jeff Ross (JR) ✓
	Joe Souza (JS) —	Dan Herrera (DGH) ✓
	Joe Cox (JC) ✓	Jacob Moberg (JM) —
	Mike Costello (MAC) ✓	Eric Vieira (EV) —
	Ike Crimm (IC) ✓	Jason Babinec (JB) —
	Michael Cowles (MC) —	Chris Brown (CB) —
	Leon Boe (LB) —	Jennifer Isenbeck (JI) ✓
	Malia Powers (MP) —	Delcie Durham (DD) —
	Shawn Jeffrey (SJ) —	Guest-John Siegenthaler —

Chapter officers are recognized as follows:

President:

(JP) President

Voting Board Members:

(PJ) President-Elect, Programs
 (JS) Vice President, Research Promotion
 (JC) Membership
 (MAC) Treasurer, Shrimp Boil
 (IC) Secretary, Golf Tournament

Voting Governors:

(MC) Governor, Addenda/Newsletter
 (LB) Governor, YEA Chair
 (MP) Governor, TEGA Chair
 (SJ) Governor, Nominating Chair

Non-voting Committee Chair Board Members:

(DAH) Refrigeration Chair
 (JR) CTTC Chair
 (DGH) History Chair
 (JM) Reception Chair
 (EV) Roster
 (JB) Website Design
 (CB) Publicity Chair
 (JI) Sustainability Chair
 (DD) Student Co-Chair

Proceedings:

Meeting was called to order at 11:40am by President Jason Proctor.

Committee Reports:

President: Jason Proctor

- FWC Website Review. We reviewed the website preview from In-Place Marketing and discussed ideas between all persons present. New Website is expected to be Live and working prior to the May monthly meeting.
- Past President Invites sent out, Final RSVP count will be sent to Programs Chair

Secretary: Ike Crimm

- Feb 2013 Meeting Minutes issued in hard copy for review. Electronic PDF version will be issued for review & approval.
- Mar 2013 Meeting Minutes issued in hard copy for review. Electronic PDF version will be issued for review & approval.
- All previous 2012-2013 Approved Meeting Minutes to be issued to DGH for the CRC.

Programs: Philippe Jean

- CIQ is DUE...
- May Meeting. Flyer is completed and ready for deployment, topic is VRF and Past Presidents Night. Flyer to be issued to In-Place Marketing by Friday 4/26.
- ASHRAE Region XII Planning Meeting 5/3/13 – **MANDATORY**
- Past President Invites have been sent.....JP
- Need to upload MAC as the new Membership chair to allow for MAC to attend the training in Denver.

Continuing Education: Philippe Jean

- ADEP Joint Seminar with USGBC. 16 persons total attended in St. Petersburg at the Epi-Center (St. Pete College). 12 of the 16 were from USGBC, other 4 were from ASHRAE.
- Send list from ASHRAE society to JP regarding who attended the Seminar
- No other events planned for this 2012-2013 year.

Chapter Technology Transfer: Jeff Ross

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Refrigeration: Debie Horsey

- Submitted Refrigeration Award to society (Bob Cave – Stewart Engineering)

GGAC: Malia Powers

- NOTE: All references to TEGA are now changed to GGAC (Grassroots Government Activities Committee)

History: Dan Herrera

- History Night 2013 Plans. Provide all of this year's events as slide show on a screen or projector.

Membership: Joe Cox

- 354 current members; 370 is goal. We had a decrease of 10 persons in membership.
- Membership Advancements?
- Incoming MP Chair (MAC) Centralized Training 6/23/13, Denver, CO

Research Promotion: Joe Souza

- ASHRAE Region XII Planning Meeting 5/3/13 - **OPTIONAL**
- Money Raised from Shrimp Boil Raffle = \$120.00. This was from sale of leftover shrimp.
- YTD % & total dollars? We are currently \$5,200 short of achieving RP goal.
- What other events are planned? Fishing Trip Proposal: Saturday May 18th, All-day charter + gratuity for 75 people costs \$3,500.00. Proposal was discussed and determined that it should be tabled for a later date when the event can be advertised properly.

Student Activities: Mike Costello / Delcie Durham

- Scholarships due 4/26/13. (8) Scholarship applications have been submitted. It was determined that FWC will award (2) \$250/each scholarships for next month, all applicants will be invited to attend the May monthly meeting. It was also determined that (4) \$250/each scholarships will be awarded over the Summer-School session. It is expected that there will be (60) students enrolled for an HVAC course over the summer.
- Presentation of scholarships to occur at May 21, 2013 dinner meeting.

Treasurer: Mike Costello

- Treasurer's Report reviewed and discussed. Need to move the funds from PayPal to the FWC checking account.

Nominations / Honors & Awards: Shawn Jeffrey

- CSA/RSAs due April 15th, 2013 - **COMPLETED**

Newsletter / ADDENDA: Michael Cowles

- May Articles due Friday April 26th, 2013

Special Events: Ike Crimm / Mike Costello

- Shrimp Boil – Awesome job Mike.....Thanks
- Shrimp Boil Wrap-up: \$5,200 Expenses; \$6,000 Income; \$800 Profit
- Golf Tournament final summary: \$13,204.28 Expenses; \$22,850.00 Income; \$9,645.72 Profit

YEA: Leon Boe

- Yuengling Brewery Tour to be scheduled for April 25th, @ 6pm, free admission for first 25.

Webmaster / Cyber Chair: Jason Babinec / Jacob Moberg / Ike Crimm

- Website Update was discussed at beginning of meeting.

Publicity: Chris Brown

- Pictures from Shrimp Boil? HVAC Insider Peter Montana?

Reception: Jacob Moberg

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Member Services – Chapter Roster: Mike Costello / Eric Vieira

- Roster is completed and will be uploaded on new website.

Sustainability: Jennifer Isenbeck

- There is no Modeling program scheduled at this time.
- The CRC Region XII was discussed and the new Website for CRC event was reviewed. Details of event were discussed. The budget for this CRC is currently in need of additional \$5,000 income from sponsors. The travel budget for FWC to attend the CRC is set at \$2,543. The travel budget includes hotel, mileage, registration, and parking expenses.

RECAP OF MEETING & CLOSE OF BUSINESS MEETING

- Nominations requested for ASHRAE FWC Engineer of Year (EOY) Award. The EOY Award will be presented at the May dinner meeting.
- Need to assemble new Board for Next Year 2013-2014. Who is going to be in what position for next year?
- Make **Motion (#1)** to set budget for hotel & ground transportation at centralized training in Denver equal to \$350, by **Mike Costello**, seconded by **Jeff Ross**. Vote unanimous (For-11; Opposed-0). **Motion #1 passed**. Note: (3) votes were forwarded via email; (SJ, MC, MP).
- Make **Motion (#2)** to donate \$750 to Research Promotion from the Shrimp Boil profit, by **Mike Costello**, seconded by **Philippe Jean**. Vote unanimous (For-11; Opposed-0). **Motion #2 passed**. Note: (3) votes were forwarded via email; (SJ, MC, MP).
- Make **Motion (#3)** to pay for today's lunch by **Mike Costello**, seconded by **Ike Crimm**. Vote unanimous (For-11; Opposed-0). **Motion #3 passed**. Note: (3) votes were forwarded via email; (SJ, MC, MP).

Date of next FWC Board meeting is May 21, 2013 at 4:00pm, at the Columbia Restaurant.

Jason Proctor adjourned the business meeting @ 1:10pm

End of Meeting Minutes