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| C:\Users\mcostello.CEA-ENGINEERING.000\Documents\ASHRAE\E-Blasts\FL West Coast Logo Horizontal.jpg |  Board Meeting Minutes |
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# Date: September 5, 2019

Time: 12:00 PM

Location: Emerald Engineering

Attendees: Voting Members:

 Thomas Morgenthau ✓ Chapter President

 Tim Theriault ✓ President-Elect

 Ben Hair ✓ Research Promotion

 Tyler Owens ✓ Membership Promotion

 Chris Janke ✓ Treasurer

 Courtney Araiza ✓ Secretary

 Sarah Studt ✓ Student Activities

 Ethan Grabill Honors and Awards

Heather Tank Honors and Awards

 Non-Voting Members:

 Scott Allred ✓ Golf Tournament

 Courtney Araiza ✓ Webmaster

Chris Janke ✓ Newsletter

 Kat Liegl ✓ YEA

 Ashley Bence ✓ YEA Co-Chair

 Mike Costello ✓ Student Activities Co-Chair

 Ike Crimm ✓ Co-Historian

Zach Loyacono ✓ Co-Historian

 Peter Montana Publicity

 Alex Glazer ✓ Reception

 Christen Quintana, ✓ Reception

 Ross Montgomery bEQ

 Daniel Vaughn ✓ Refrigeration

 Jennifer Isenbeck Co-Women In ASHRAE/Sustainability

 Debie Horsey Co-Women In ASHRAE/Sustainability

 Kelsey Huntzinger, ✓ Co-Women In ASHRAE/Sustainability

 Tony Moreland Sarasota-Bradenton Section President

Dan Rodgers ✓ Senior Advisor

1. Call to Order/ Roll Call – **12:13**

1. ASHRAE Code of Ethics Commitment

In this and all other ASHRAE meetings, we will act with honesty, fairness, courtesy,

competence, integrity and respect for others, and we shall avoid all real or perceived

conflicts of interests.

(See full Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>.)

**Tom read this to board.**

1. Dropbox – Everyone should have access.

1. Review Folders
2. Constitution and Bylaws

**Tom discussed that we will be using drop box as our main database**

1. Schedule of Events – Tentative (Pull up on Dropbox)

**Tom went over calendar events already planned and some TBD**

1. Board Meetings via Webex

1. Next meeting will be 10/9.
2. Confirm remaining dates.

**Tom went over board meetings will be on Wednesdays as webex meetings at noon. Next one is 10/9**

1. ASHRAE FWC Website

1. Updated Photo and Bio

**Courtney will be updating ASHRAE website and needs headshots and bio. Will send email out as reminder to send her the info.**

1. PAOE/MBO

1. Spreadsheet will be our working document throughout the year.
2. Tom Morgenthau will log points after each BOG meeting or email Tom Morgenthau when points are added.
3. Communicate with your RVC’s, preferably after each BOG meeting
4. Dan Rogers is RVC for MP & Senior Advisor to FWC this year.

**-Want to have a couple of events during engineer week in February for points**

**-discussed different leadership academies and the benefits (Dan Rodgers knowledgeable on this)**

**-tom will send out info on each leadership academy opportunity**

**-Chris Janke will send Courtney newsletter to eblast out to everyone**

**-Winter conference is in Orlando- will get points for everyone attending**

**-Tom and Ike really stressed communication with RVC to avoid missing points**

**-If we all donate money to RP, we get a chapter full circle award. Make the donation by Nov 15th. At least 5 voting more members. Full circle plus is when we have more members donate.**

**-discussed some different RP events to raise more money**

**-main goal for RP is to raise 23,250**

**-Net 2% gain in MP to be considered “successful”- 9 people we need to add**

**-need to announce new members at chapter meetings**

**-Chris (Treasurer) Need to audit 2018-2019 books and file taxes by December**

**-Sarah will get resumes from students and forward to Courtney for website**

**-Friday March 6th 2020 is the confirmed golf tournament date.**

**-Need to update the roster on the website before October 1st.**

**-YEA planning to tour ONICON and work with Chris to get word out**

**-Need to order new nametags for everyone. Put sheet out at reception at dinner meetings for a list of names**

1. Adjournment – **1:34 EOM**