Board Meeting Minutes

Date: July 28, 2020
Time: 12:00 PM
Location: Virtual on TEAMS

Attendees:

Voting Members:
- Tim Theriault: Chapter President
- Ben Hair: President-Elect
- Tyler Owens: Research Promotion
- Courtney Araiza: Membership Promotion
- Chris Janke: Treasurer
- Christen Quintana: Secretary
- Ashley Bence: Student Activities
- Alex Glazer: Government Advocacy Chair
- Tom Morgenthau: Honors and Awards

Non-Voting Members:
- Ryan Dickey: Golf Tournament
- Zach Loyacono: Webmaster/Newsletter
- Emilie Brun: YEA
- Gabriella DeFreitas: YEA Co-Chair
- Mike Costello: Student Activities Co-Chair
- Sarah Studt: Student Activities Co-Chair
- Ike Crimm: Co-Historian
- Daniel Vaughn: Co-Historian/Publicity
- Marlon Vargas: Reception
- Ross Montgomery: bEQ
- Tom Morgenthau: Refrigeration
- Debbie Horsey: Co-Women In ASHRAE/Sustainability
- Kelsey Huntzinger: Co-Women In ASHRAE/Sustainability
- Chris Wells: Sarasota-Bradenton Section President
- Dan Rodgers: Senior Advisor
1. Call to Order/ Roll Call – **12:00pm**

2. 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](https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics).)

   Tim read this to the attendees.

3. Dropbox – Everyone should have access. **Email Tim if you don't have access.**
   a. Review Folders
   b. Constitution and Bylaws

4. Schedule of Events – **Reviewed timeline of events. Virtual events through end of 2020**

5. Board Meetings via Webex
   a. Next meeting will be 9/8
   b. Confirm remaining dates

6. ASHRAE FWC Website
   a. Updated Photo and Bio – **Send to Zach Loyacono  zachary.loyacono@tlc-eng.com**

7. PAOE/MBO
   a. Spreadsheet will be our working document throughout the year.
   b. Tim Theriault will log points after each BOG meeting or email Tim Theriault when you input your own points. Record in MBO spreadsheet for submission to RVC.
   c. Communicate with your RVC’s, preferably after each BOG meeting
   d. Dan Rogers is RVC for MP & Senior Advisor to FWC this year.
   e. **Everyone review their MBOs and come up with a plan of action for next meeting to accomplish your MBOs. If you held a different position last year, coordinate with the new person in that position to exchange info.**

8. Adjournment – **1:00pm**