

Tuesday August 13, 2013,
3 pm EDT
Full Board Meeting



Meeting occurred via Teleconference
1-213-289-0155, Conference room # 8817522
Moderator Pin # 1277315

Meeting Minutes

Note taker: Robert Menuet

Board Members in Attendance: John Runkle, Tracey Jumper, Rob Menuet, Jim Givens, Wayne Williams, AJ Speicher, Will Wright, Tony DiLeonardo

Others

Subject: Full Board Meeting: Meeting Minutes

Agenda Items:

1. **OPENING OF MEETING**
 2. **ONGOING BUSINESS**
 - a. **Accept/confirm minutes of previous meeting**
 - b. **Chapter communications**
 - c. **Budget**
 - d. **Event Committee Report**
 - e. **Treasurer's Report**
 - f. **Regional Representative's Report**
 3. **NEW BUSINESS**
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Topic

1. **OPENING OF MEETING**
 - a. Meeting was opened by Tracey Jumper.
2. **ONGOING BUSINESS**
 - a. **Minutes of last meeting**

The meeting minutes for June/July were approved.
 - b. **Chapter Communications**
 - i. Adam has taken over management of the website.
 - ii. Action item: update website with pictures and information about the successful ATI event; Adam.
Action: Tracey to communicate with Adam for an update.

- iii. Action item: An informal BCA/NCC chat conference call will be held today (August 13) at 4Pm, after the Board meeting; All are invited to attend.

c. Budget

- i. Jim forwarded the Treasurer's Report for July and August prior to the meeting (copies attached).

d. Events Committee

- i. **Baltimore MD - completed in April**

- ii. **York PA ATI Event - completed in June.**

- iii. **ASHRAE Region 3 Conference - Bethlehem, PA (Aug 16/17)**

The previously approved sponsorship will not happen.

- iv. **Philadelphia/EEB hub Event (October 11 or 18)**

Information needs to be submitted to Sheri Adams at least 4weeks prior to the event to get approval for CEUs

Action item: Tracey to follow-up with Tony to determine what support is needed from the Chapter for the event; Tracey/Tony

- v. **Pittsburg Eaton Event (Nov. 21)**

Adam is handling this event. The focus will be electrical system commissioning.

Action item: Determine what support is needed from the Chapter for the event; Adam

- vi. **University of Maryland Lunch & Learn (Fall Event - date TBD)**

Date still to be determined after Fall sessions start. Suggestion is for a Pizza Party.

e. Regional Rep. report

No report this month

3. NEW BUSINESS:

- a. **None**

Next board meeting Tuesday, September 10, 2013. Check emails for more information.