



BOG Meeting Agenda

October 12, 2022

Cushing Terrell

4:15 – 5:15 PM

LUNCH ORDER LINK: <https://www.chipotle.com/grouporder/7qyXDZ>

Attendance

	Officers		BOG Members		Other Attendees (non-voting)
X	Tom Simenc, President	X	Mike Jones	X	Kahlil Williams
X	Tim Johnson, President-elect		Wes Stanfill	X	Collin Mabe
	Tim Ross, Treasurer	X	Dan Russell	X	Damon Woods
X	Curtis Willis, Secretary	X	Jerry Burstedt		Brian Emtman
		X	Chris Pollow	X	Robyn Vowell
					Ed Rebman
					Randy Reed
				X	Andee Morton
					Jason Talford
				X	Tais Mitchell

Quorum Present?

BOG & Officers

Secretary: Curtis Willis

- Roll Call

President: Tom Simenc

- Call to Order
- Past Meeting Minutes – Any changes?
 - o No

Treasurer’s Report: Tim Ross

- Budget Approval
 - o Currently consists what was done last year
 - o Various committees submitted budget and motion requests
- Golf Tournament Funds MIA?
 - o Missing ~\$4k of revenue
 - o Dan, Randy and Tim tackle this together.
 - Tom to discuss with Tim offline
- 3rd party auditor for finances
 - o 3rd party audit not required but good for the chapter to do due to high account value
 - No further information gathered
- Sam Boyd: CPA
 - o [Compilation vs. Review vs. Audit](#)
 - o Compilation (minor review of financials, no assurances provided, financial statements issued with accountant compilation letter (notes to the financial statement can be omitted)) estimated cost of \$1,500.
 - o Review (analytical procedures and inquiry of management required, no opinion issued that the financial statements are not materially misstated, financial statements issued



with accountant review report (notes to the financial statements required)) estimated cost of \$3,000-4,000

Committee Reports

- CTTC – Dan Russel / Tais Mitchell
 - Schedule
 - 10/19 - DL Devin Abellon - DEI Topic & Trivia Night (5pm-8pm) @ The RAM (Stonehouse event center) - Joint meeting with BOMA & SWE
 - Promote activity (goal of 30 people for dinner and 15-20 for trivia)
 - Dan to check plant based//vegan meal option for dinner
 - 11/2 - DL Kishor Khankari - Airflow Workshop following by Chapter Meeting
 - 11/3 - DL KK & David Schurk @ ISHE Conference for ASHRAE/ISHE Joint Sessions
 - 12/14 - Refrigeration Topic
 - Supermarket will be possible
 - Tom had conversations with Albertsons that it can happen
 - Have not heard from Simplot
 - Tom heard back “maybe” from Simplot
 - AV Package Proposal - Tais
 - See motions
- MP – Damon Woods/Collin Mabe
 - MP Report
 - Email Dan Gurley for “left industry” members
 - Ski night with YEA in the future
 - Damon will send Member Report to Dan
 - Damon submitted plan to the region
 - Damon and Tim J. to discuss PAOE points
 - Delinquent members
 - 12 members last month and got 3 members back
 - Collin to email delinquency report out
 - Notify Collin if you know any delinquent members
 - How to “remove” without getting dinged
 - Email members@ashrae.org and they will remove
- RP – Kahlil Williams
 - Tech Conference Date April 21st!
 - Deposit is paid
 - Working with CTTC to start arranging DLs and speakers
 - Other Items:
 - Volunteer Committee Form (Oct/15). Minimum 3 additional people.
 - Tais, Dave, and Dan on committee
 - Full circle donation form (Nov/15) minimum of \$100 for Officers
 - Each governor to donate
 - Let Kahlil know when you have done so
 - Officers + RP chair
 - 10 points for each BOG member to donate
 - Kahlil to send an email with link
- Student Affairs – Brian Emtman
 - Trivia
 - Outreach at UofI
 - East Idaho Engagement
 - Internships
 - Provide ASHRAE student internship hires to Brian for PAOE points



- o Other updates/ideas:
 - Fall job fairs
- o See motions
 - Connect with Lynn, promote meetings and student recruitment
- YEA – Andee Morton
 - o YEA Budget - Can we raise the budget? Says \$500 right now. MBO sheet I submitted anticipates about \$1,500
 - o Rake up Boise November 12th
 - 5 sign-ups so far
 - Andee to email Tais the sign up
 - Send emails to students
 - Invite all members to YEA rake up event
 - Lunch provided afterwards
 - o Have Contacted Boise Art Glass about group classes
 - \$38/person for ornaments (early december)
- GAC – Robyn Vowell
 - o Committee Kickoff
 - Created goals, mostly focused on energy codes
 - o Energy Codes
 - Try to schedule meetings with politicians involved with the energy codes
 - Robyn to send email notifying comment submission deadline and location
 - Send specific comments to Mike and Tim by 11/10/2022
 - Submit comments independently
 - DDS Meeting on 10/18/2022
 - Main meeting on November 15th
 - o City of Boise geothermal letter of support
 - Possible discussion for tech conference
 - Community wants to explore cooling via geothermal
 - o Updates
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- Refrigeration – Tom Simenc
 - o Working with Evan Roberts at Albertsons to arrange Dec 14th tour
 - o Thoughts/updates
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- Historian – Mike Jones
 - o Mike Jones
 - Look for banners with awards (Dan might have them)
 - History PAOE Options
 - Missed half of our opportunities
 - 300 point par, budgeting for 400
 - Chris plans to do a newsletter, PAOE points reward
 - BOG members, look at PAOE points soon
- Website – Chris Pollow
 - o Plans for updates
 - Adding a YEA section to site
 - Ongoing progress through all pages
- Newsletter
 - o Quarterly newsletters



- o Section out updates
 - Provide ideas to Chris

New Business:

- Motion #1: To allocate up to [\$X] surplus chapter funds to sponsor up to [#] student members to attend the ASHRAE winter conference in Atlanta, and the associated Student Program.
 - o If students are willing to stay in double-occupancy hotel rooms, I estimate a cost of \$1,500 - \$2,000 per student for them to attend the entire conference. Some rough estimates include:
 - \$500 for Airfare Flights BOI-ATL round trip
 - Delta offers a direct flight
 - \$750 (double occ, 5 nights) for Hotels
 - Conference hotel OMNI Atlanta is \$255 + tax / night
 - I am not sure how much hotel tax is.
 - \$25 for Student conference registration
 - \$300 Meals
 - \$100 Transportation
- Motion #2: Allocate up to \$650 to purchase ASHRAE standards for use by the ASHRAE senior design team.
 - o This year's BSU ASHRAE senior design team has requested access to the current version of multiple ASHRAE standards (15, 34, 55, 62, 90.1, 189) for their project. Lynn Catlin is working with ASHRAE to see if there is any way Society can provide lower cost online access to these for student teams, but if not, the team would benefit significantly from the Chapter purchasing copies of these for them. The copies could remain with the College of Engineering for use by future teams. We may not know for a few days if this purchase will be necessary, but it would be nice to have advance authorization if the BOG agrees. Boise State's college of engineering has granted the Chapter a lot of leeway over the past few years in not having to pay the usual fee to sponsor senior design teams (I believe it is usually \$1k / team but we have been allowed to do this for free), so this could be a nice gesture of appreciation for a program that has funneled multiple new grads into our local industry.
 - IDL has some copies
 - Does student membership include access to the relevant codes?
- Motion #3: To accept a tentative invitation to change the Idaho Chapter's CRC host year from 2026 to 2024.
 - o Notes: Ozarks chapter is scheduled to host in 2024, but may need to postpone their host year. Current RMCR Jonathan Smith has requested that the Idaho Chapter take on 2024 Hosting duties if Ozarks is unable.
 - Tim would be president during planning period, next president would be during the actual CRC
 - Dan will be the lead chair on planning
 - Could be significant costs associated with hosting
- **Motion Passes**
- Motion #4: allocate \$2000 for a portable hybrid a/v kit with similar components to those in the AV proposal presented by Tais Mitchell at this meeting.
 - o Notes: With a desire to provide hybrid meeting content to our members at a variety of venues, it would be helpful for the chapter to own and manage it's own AV tools.
 - o AV equipment includes



- Laptop
- Camera (Camcorder / remote pan-tilt, with tripod)
- Microphone set (2 lavalier and a handheld mic)
- Backpack for easy transport
- Projector and screen (Optional +\$400)
- Overall cost - 2,000
 - Laptop not needed?
 - Add a dedicated PA for better sound

Motions

Accept the overall budget with the following modifications:

YEA increase to \$1500

Student Conference up to \$4000

Student ASHRAE Handbooks up to \$650

A/V Equipment up to \$2000

Research Promotion change to \$10500

All motions pass

- Finances spend down plan (Things to consider for next meeting)
 - Scholarship endowment
 - Additional committee budgets
 - CRC Fund
 - Fund for ASHRAE Travel
 - STEM Activity - Lucy's Engr Adventure Book Distribution
 - Money for a venue
 - Bring-a-friend giveaways
 - A/V Equipment / Venue
 - Reduce chapter dues
 - End of year party / donor appreciation event?
- Next BOG meeting November 16th
 - Tom to send an email about BOG meeting time changes