



Monthly BOG Meeting Tuesday, November 26, 2013. 5:30 PM, Meier Architecture Engineering.

Attendees:
Jian Zhang*
Weimin Wang*
Rahul Athalye*
Derek Archer*
Lucy Huang
Vrushali Mendon

Absentees:
Jay Ashbaugh*

(*BOG Members)

Action items and decisions are as follows.

- The meeting minutes from the previous meeting on October 28th, 2013 were reviewed and approved. Weimin motioned for to approve, Rahul seconded, motion passed.
- Action Items and their status from the previous meeting are as follows:
 - Incomplete Action - Weimin: Determine qualifications for full membership (as opposed to associate membership) and contact those applicable within chapter.
 - In Progress
 - Incomplete Action – Rahul: Upload newsletters and meeting minutes as they are published.
 - Action – Rahul/BOG members: Create a list of information needed to populate the website that the BOG can provide.
 - Action – Derek: Confirm December program meeting speaker (Kevin Marple)
 - Action – Derek: Send out November newsletter.
 - Action – Rahul: Report bank account balances.
- Old Business – Jian Zhang
- Membership Committee Report – Weimin Wang
- Student Membership Report – Gregory Jourdan
 - Greg to ask his students to share their ASHRAE NYC meeting experiences.
- Research Promotion Report – Jay Ashbaugh
 - Nov 15. Deadline for Full Circle awards donation from President, President-Elect, Secretary, RP Chair and Treasurer. Complete.
 - Scholarship goal (\$150) due October 31. Complete.
- CTTC Report – Derek Archer (reported through email)
 - Derek will invite Kevin Marple to the December program meeting.
- Honors and Awards Report – Jay Ashbaugh
 - Nothing to report.
- Newsletter Report – Derek Archer

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A N I N T E R N A T I O N A L O R G A N I Z A T I O N

CHAPTER MAY NOT ACT FOR SOCIETY



- Completed Action: Derek to send November newsletter one week before next meeting. Jian to draft president's message.
- Treasurer Report – Rahul Athalye
 - Action: Rahul to send email reporting amount of funds.
- Historian Report – Steve Strecker
 - Nothing to report.
- Web Page Report – Rahul Athalye
 - BOG members to provide past newsletter, minutes, and agenda to Rahul. Rahul will update website.
- YEA Report
 - Nothing to report.
- Derek opened CRC bank account.
- Next BOG meeting will be held at 5:15 pm January 6th, 2014, at Meier Architecture Engineering.
- Meeting adjourned at 6:15 PM

Respectfully Submitted,

Rahul Athalye

Secretary, Acting Treasurer 2013-2014